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2002

Town of Litchfield New Hampshire

Annual Reports

**for
2002**

EMERGENCY TELEPHONE NUMBERS

AMBULANCE	911
FIRE	911
POLICE	911

BUSINESS TELEPHONE NUMBERS

Animal Control	424-4047
Building Inspector	424-4592
Planning Board	424-2131
Police Chief	424-4047
Public Library	424-4044
Selectmen	424-4046
Town Clerk & Tax Collector	424-4045

OFFICE HOURS

Selectmen s Office	Town Hall
Monday—Friday 8:00 a.m. to 4:00 p.m.	
Town Clerk & Tax Collector	Town Hall
Monday—10:00 a.m. to 6:00 p.m.	
Tuesday—9:00 a.m. to 4:00 p.m.	
Wednesday, Thursday, Friday—8:00 a.m. to 3:00 p.m.	
Building Department	Town Hall
Weekdays—8:00 a.m. to 4:00 p.m.	
Public Library	
Monday—Closed; Tuesday, Wednesday, Thursday—10:00 a.m. to 8:00 p.m.	
Friday—10:00 a.m. to 6:00 p.m.; Saturday—9:00 a.m.to 12:00 p.m.	
No Saturday hours during the months of July & August.	
Closed Holidays.	
Incinerator Facility Hours	
Sunday—9:00 a.m. to Noon - Brush & Landfill Items Only	
Wednseday—3:00 p.m. to 7:00 p.m.; Saturday—7:00 a.m.to 4:00 p.m.	
Thursday—7:00 a.m. to Noon; Friday—4:00 p.m. to 8:00 p.m.	

PUBLIC MEETINGS

Selectmen	Town Hall
The 1st, 2nd, 3rd, & 4th Monday evenings at 6:00 p.m. during the months of September—May; and the 2nd and 4th Monday evenings during the months of June—August.	
Planning Board	Town Hall
1st Tuesday of the month a 7:30 p.m.	
Zoning Board of Adjustment	Town Hall
2nd Wednesday of the month at 7:00 p.m.	
Library Trustees	Library
2nd Monday of the month at 7:00 p.m.	
Conservation Commission	Town Hall
1st Thursday of the month at 7:30 p.m.	

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Town of Litchfield New Hampshire

Annual Reports

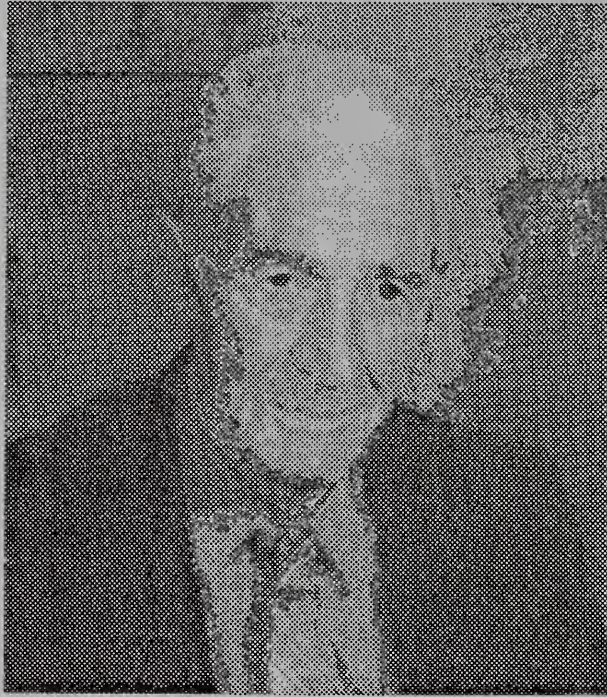
Year ending December 31, 2002

also

Annual Report of the School District

Year ending June 30, 2002

In Memoriam



Frederick C. Goffe

December 23, 1916 - November 13, 2000

Police Officer
Deputy Fire Chief
Library Trustee
Town Auditor
Ballot Clerk
Pinecrest Cemetery Committee

In Memoriam

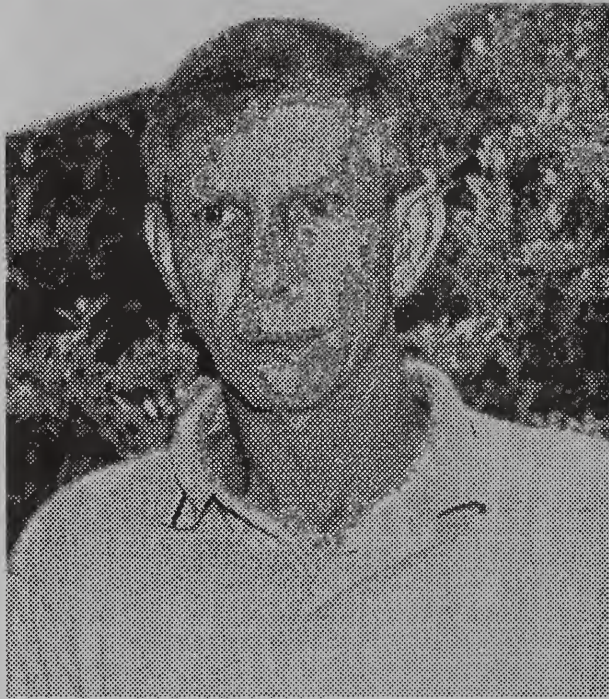


Florence Goffe Leary

July 11, 1920 - April 11, 2001

Town Historian
Conservation Commission
Pinecrest Cemetery Committee

In Memoriam



Douglas George Leary

March 5, 1948 - December 19, 2002

Police Officer
Pinecrest Cemetery Committee
Little League and Babe Ruth Coach

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Litchfield, NH
Town Officers

Office	Office Holder as of 12/31/02	Term Expires
Moderator	John Regan	2004
Assistant Moderator (Town & School)	Philip M. Reed	2004
Selectmen	John R. Devereaux, Chairman	2003
	Frank A. Byron	2004
	M. Patricia Jewett	2005
	John E. Pinciaro	2004
	Joseph Stapleton	Resigned
	Thomas W. Levesque, Sr.	2003
Administrative Assistant	Cecile Durocher	
Budget Committee	Ralph Boehm, Chairman	2005
	Frank Byron, Selectmen's Rep.	
	Cynthia Couture, School Board Rep.	
	John E. Caynon	2003
	Laurie Ortolano	2005
	Cecil A. Williams	2003
	William Spencer	2004
	Brent Lemire	2004
Cable Advisory Committee	John Beaulieu, Chairman	2004
	Scott Cavanagh	2004
	Cynthia Couture	2003
	John Devereaux, Selectmen's Rep.	
	Timothy Kearns	2005
	Richard G. Pentheny	2003
Cemetery Association Trustees		
Hillcrest Cemetery	Rosalsyn Calawa, Pres.	2003
	Warren Adams	2003
	Beverly Boucher	2003
	Edith Eldridge	2003
	Candace Hale	2003
	Elaine Young	2003
Pinecrest Cemetery	Douglas "George" Leary, Pres.	Deceased 12/19/02
	Doris Gagnon	2004
	Karen Hodge	2005
	Robert Martineau	2003
	Richard Stoddard	2007

Litchfield, NH
Town Officers cont.

Checklist Supervisors

Robert Redding, Chairman	2004
Andrea Hamilton	2006
Christine Lepine	2008

Code Enforcement Officer

Roland E. Bergeron	Tenure
Asst. Code Enforce. Officer	
Thomas J. Malley	2003

Conservation Commission

Torene Tango-Lowy, Chairman	2004
Debra J. Endyke	2003
Joan McKibben	2005
Raymond C. Peeples, Jr	2003
Eberhard Rau	Resigned
Roger St Laurent, Jr.	2004
Joseph Stapleton, Selectmen's Rep.	
Thomas W. Levesque, Sr., Selectman's Rep	
Marjorie Z. Pitcher, Alternate	2004

Fire Chief

Dwayne Hogencamp	2003
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Forest Fire Warden

Dwayne Hogencamp	2003?
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Health Officer

Roland E. Bergeron	Resigned
Roderick Jones	2005
Deputy Health Officer - Sandra Stone	2005

Library Trustees

Steven Calawa, Chairman	2005
Amy Goldstein	2005
John Lazzaro	2005
Quentin J. Lewis	2004
Michelle Parzych	2004
Michaela Huston, Alternate	Nov. 11, 2003

Director of Library Services

Vicki L. Varick

Planning Board

Alfred C. Raccio, Chairman	2003
John Blackadar	2003
Peggy Drew	2004
Mary Ann Geist, Alternate	2005
Raymond C. Peeples, Alternate	2003
Frank Byron, Selectmen's Rep.	

Police Chief		
	Thomas F. Iverson Jr.	Tenure
Recreation Commission		
	Horace W. Seymour, III, Chairman	2005
	Ralph Boehm, Vice-Chairman	2003
	John Devereaux, Selectmen's Rep.	
	Scott Innes	2005
	Douglas Orlando	2004
	Richard T. Rafferty, Jr.	2003
	Mark Ferguson, Alternate	2004
	John Ferlan, Alternate	2005
	David Hansberry, Alternate	2003
Road Agent		
	Roland E. Bergeron	Resigned
	Gerard J. DeCosta	2003
So. NH Regional Planning Commission		
	M. Patricia Jewett	
Town Clerk Tax Collector		
	Diane L. Jerry	2005
Deputy Town Clerk/Tax Collector		
	Patricia A. Gibeault	2005
Treasurer		
	Eberhard Rau	2005
Deputy Treasurer		
	Marion Cason	2005
Trustees, Town Trust Funds		
	Sheryl Hartling	2004
	Susan M. Rafferty	2003
	Horace Seymour	2005
Zoning Board of Adjustment		
	Gregory Lepine, Chairman	2005
	Laura Gandia	2003
	John Brunelle	2004
	Andrew A Prolman, Alternate	Resigned
	John G. Regan	2003
	Patrick Crean, Alternate	2005
	Kevin Lynch, Alternate	2003
	Richard Riley, Jr., Alternate	2003
	Cecil A. Williams, Alternate	2004

Town Warrant
Town of Litchfield

To the inhabitants of the Town of Litchfield in the County of Hillsborough in said State, qualified to vote in Town affairs:

You are hereby notified that the first session of the annual meeting of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on Friday, February 7, 2003 at 7:00 o'clock in the evening for explanation, discussion and debate of each warrant article. Warrant Articles may be amended at this session per RSA 40:13, IV, except for Warrant Article 4, the wording of which is prescribed by law and cannot be amended per RSA 40:13(IV)(a).

You are hereby notified that the second session of the annual meeting of the Town of Litchfield will be held at the Litchfield Middle School, McElwain Drive, in said Litchfield on Tuesday, March 11, 2003, at 7:00 o'clock in the fore noon for the choice of Town Officers elected by official ballot to vote on questions required by law to be inserted on the official ballot and to vote on all Warrant Articles from the first session on official ballot per RSA 40:13, VII. The polls for the election of Town Officers and other action required to be inserted on said ballot will open on said date at 7:00 o'clock in the fore noon and will not close earlier than 7:00 o'clock in the evening.

Article 1. To elect by ballot the following Town Officers:

One Selectman - three-year term, one Selectman - two-year term, one Road Agent - one-year term; one Fire Chief - one-year term; one Trustee of Town Trust Funds - three-year term; and two Budget Committee members - three-year terms.

Article 2. Are you in favor of the adoption of the Zoning Ordinance Amendment No. 1 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows?:

Adopt Section **1250.00 AQUIFER PROTECTION DISTRICT**, an overlay district, for the promotion of the health, safety, and general welfare of its residents by preserving, maintaining and protecting from contamination the existing and potential ground water resources of the Town and protecting the surface waters that are fed by groundwater. The intended purpose will be accomplished by regulating land use practices generally related to commercial-industrial land use (such as, but not limited to the disposal or storage of solid wastes, sludge, subsurface waste disposal, road salting materials, gas or other petroleum products), and including home businesses, that might reduce the quality of water available for use by municipalities, individuals and industries, now and in the future.

Yes ☐

No ☐

Article 3. Are you in favor of the adoption of Zoning Ordinance Amendment No. 2 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows?:

Amend Section **1500.00 SIGNS** by adding provisions in Section 1501.01 concerning permit fee payment and termination of sign application consideration when fees are not paid; amending Section 1501.02 by requiring public notice and public hearing before sign permit approval with additional notice requirements for illuminated signs; and adding a new Section 1503.04 regulating the maximum size and maintenance of subdivision and Housing for Older Persons project signs.

Yes ☐

No ☐

Article 4. Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$ 2,963,559.00. Should this article be defeated, the operating budget shall be \$ 2,917,897.00 which is the same as last year, with certain adjustments required by previous action of the Town or by law or the governing body may hold one special meeting, in accordance with RSA 40:13,X and XVI, to take up the issue of a revised operating budget only. The Selectmen and the Budget Committee recommend this appropriation.

NOTE: This warrant article (operating budget) does not include appropriation in any other warrant article.

Article 5. To see if the Town will vote to raise and appropriate the sum of \$105,500.00 for Phase I of a two-year town wide revaluation plan. The entire cost of the revaluation assessment over the two-year phasing will be \$225,750.00 This revaluation will occur over a two year period in preparation for the town audit by the Department of Revenue Administration. This is a special Warrant Article per RSA 32:3 (VI), reflecting an appropriation that will not lapse until the completion of the town-wide revaluation or December 31, 2006. The Selectmen and the Budget Committee recommend this appropriation.

Article 6. To see if the Town will vote to raise and appropriate the sum of \$300,000.00 for construction of a bridge linking Albuquerque Avenue at April Drive with the section of Albuquerque Avenue just south of Morgan Road and the construction of Albuquerque Avenue between Morgan Road and April Drive and to authorize the use of \$300,000.00 from the State Highway Block Grant Aid Fund. The Selectmen and the Budget Committee recommend this appropriation.

Article 7. To see if the Town will vote to raise and appropriate the sum of \$150,000.00 to implement the first portion of a ten-year road maintenance plan; of this amount \$150,000.00 is authorized to be withdrawn from the State Highway Block Grant Aid fund. The Selectmen and the Budget Committee recommend this appropriation.

Town Warrant cont.
Town of Litchfield

- Article 8. To see if the Town will vote to raise and appropriate the sum of \$25,000.00 to be placed in the Fire Facilities Capital Reserve Fund previously established. The Selectmen recommend this appropriation. The Budget Committee does not recommend this appropriation.
- Article 9. To see if the Town will vote to raise and appropriate the sum of \$36,941.00 for the purpose of purchasing a 2003 Ford F-350 pickup truck to replace the existing 1985 forestry vehicle used by the fire department, and to authorize the Selectmen to sell or trade-in the existing 1985 forestry vehicle in conjunction with the purchase of the 2003 Ford F-350 pickup truck. The Selectmen and the Budget Commidee recommend this appropriation.
- Article 10. To see if the Town will vote to raise and appropriate the sum of \$6,800.00 for the purpose of purchasing an All Terrain Vehicle (ATV) and trailer for use by the police and fire departments for enforcement and emergency purposes. The Selectmen recommend this appropriation. The Budget Committee does not recommend this appropriation.
- Article 11. To see if the Town will vote to raise and appropriate the sum of \$36,600.00 for the purpose of purchasing a 2003 Ford F-550 dump truck to replace the existing 1993 F-350 dump truck used by the highway department, and to authorize the Selectmen to sell or trade-in the existing 1993 Ford F-350 dump truck in conjunction with the purchase of the 2003 Ford F-550 dump truck. The Selectmen and the Budget Committee recommend this appropriation.
- Article 12. To see if the Town will vote to authorize the Board of Selectmen to enter into a joint agreement with other municipalities to establish a regional water district in anticipation of acquiring the assets or the stock of the Pennichuck Corporation or its successors.
- Such action will not affect any municipal water system, village water district, or franchise area of another water utility unless such municipal system, village district, or water utility chooses to join this regional water district.
- Article 13. To see if the Town will vote to raise and appropriate the sum of \$125,000.00 for the exploration, design, location, testing, and engineering associated with the establishment of a Litchfield Drinking Water Production well. This appropriation will allow for determining the best location, testing for suitable quantity and quality of water, and determining the final costs of establishment of a production well. It is anticipated that the construction costs for a production well would be established through this study and presented to the voters next year. If Article 12 shall pass, then this Article shall be deemed void and of no further effect. This is a special warrant article per RSA 32:3 (VI). The Selectmen and the Budget Comminee recommend this appropriation.

Article 14. To see if the Town will vote to raise and appropriate the sum of \$78,000.00 for the purpose of purchasing and installing a Quantar Astro Capable Repeater UHF, fixed equipment accessories and Astro infrastructure communication equipment for the police department to replace outdated equipment and to extend the range and coverage. This is a special Warrant Article per RSA 32:3(VI), reflecting an appropriation that will not lapse until the purchase and installation of the Quantar Astro Capable Repeater UHF, fixed equipment accessories, and Astro infrastructure communication, or December 31, 2006. The Selectmen and the Budget Committee recommend this appropriation.

Article 15. To see if the Town will vote to raise and appropriate the sum of \$10,000.00 to be placed into the Conservation and Land Acquisition Fund previously established. The purpose of said fund is to purchase land, conservation or trail easements, or purchase of development rights. The Selectmen and the Budget Committee recommend this appropriation.

Article 16. To see if the Town will vote to raise and appropriate the sum of \$4,000.00 for the purpose of purchasing and installing a chain-link fence around the dog kennel. The Selectmen recommend this appropriation. The Budget committee does not recommend this appropriation.

Article 17. To see if the Town will vote pursuant to RSA 231:63 to require the Highway Agent, in addition to his usual duties as Highway Agent, to have charge, under the direction of the Selectmen, of the care and maintenance of the solid waste facility and related areas.

Article 18. To see if the Town of Litchfield will vote to rescind Article 19 adopted by the March 13, 1981 Town Meeting and adopt a new ordinance Regulating Junk Yards.

The proposed ordinance will regulate certain junk yards, as defined in the ordinance, by establishing certain requirements, including licensing requirements, as set forth in the ordinance. Copies of the full ordinance are attached to the Warrant and available at the Town Clerk's Office upon request.

Article 19. To see if the Town will vote to deposit 100 percent of the revenues collected pursuant to RSA 79-A (the land use change tax) in the Conservation and Land Acquisition Fund previously established, in accordance with RSA 36-A:5(III) as authorized by RSA 79-A:25(II). The purpose of said fund is to purchase land, conservation or trail easements, or the purchase of development rights.

Article 20. Shall the Town accept the provisions of RSA 202-A:4-d providing that any town at an annual meeting may adopt an article authorizing the public library trustees to accept gifts of personal property, other than money, which may be offered to the library for any public purpose, and such authorization shall remain in effect until rescinded by a vote of town meeting? Provided, however, pursuant to

Town Warrant cont.
Town of Litchfield

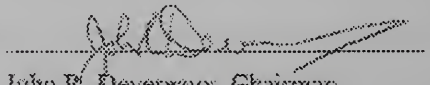
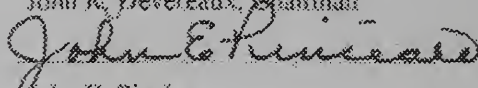
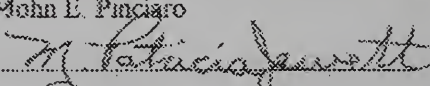
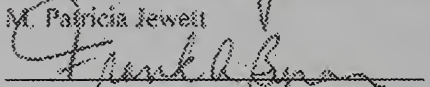
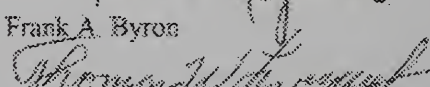
RSA 202-A:4-d (II), prior to accepting any gift valued at over \$5,000.00, the library trustees shall hold a public hearing on the proposed acceptance.

Article 21. To see if the Town will vote to change the membership of the Planning Board as authorized in RSA 673:2(II) (a) from seven (7) members to five (5) members. All five (5) members shall be residents of the Town of Litchfield and shall be composed of four (4) members appointed by the Board of Selectmen and one (1) ex-officio member who shall be a designated member of the Board of Selectmen.

Article 22. To see if the Town will vote to send the following resolution to the New Hampshire General Court: "Resolved, in its first two years of operation, the Land and Community Heritage Investment Program (LCHIP) has helped communities throughout New Hampshire preserve their natural, cultural and historic resources and, therefore, the State of New Hampshire should maintain funding for LCHIP in its next biennial budget."

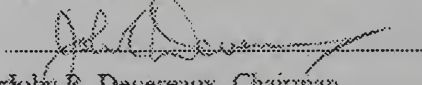
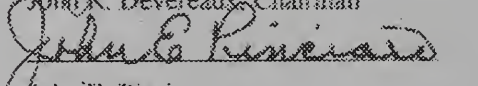
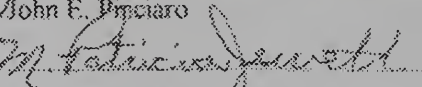
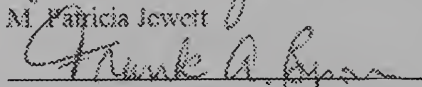
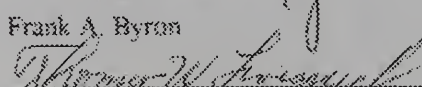
Given under our hands and seal, this 20th day of January, in the year of our Lord two thousand and three.

Litchfield Board of Selectmen


John R. Devereaux, Chairman

John E. Pinciario

M. Patricia Jewett

Frank A. Byron

Thomas W. Levesque, Sr.

A true copy of Warrant-Attest:

Litchfield Board of Selectmen


John R. Devereaux, Chairman

John E. Pinciario

M. Patricia Jewett

Frank A. Byron

Thomas W. Levesque, Sr.

Ordinance Regulating to Junk Yards

To see if the Town will vote to rescind Article 19 adopted by the March 13, 1981 Town Meeting and adopt the following Ordinance Regulating Junk Yards:

For the purpose of promoting the health, safety and general welfare, the Town of Litchfield hereby adopts the following Ordinance Regulating Junk Yards pursuant to RSA§31:39.

Section I - Definitions

"Automotive recycling yard" means a motor vehicle junk yard, the primary purpose of which is to salvage multiple motor vehicle parts and materials for recycling or reuse.

"Junk Yard" means a place used for storing and keeping, or storing and selling, trading, or otherwise transferring old or scrap copper, brass, rope, rags, batteries, paper, trash, rubber debris, waste, or junked, dismantled, or wrecked motor vehicles, or parts thereof, iron, steel, or other old or scrap ferrous or nonferrous material. As used in this Ordinance, the term includes, but is not limited to, automotive recycling yards, machinery junk yards, and motor vehicle junk yards.

"Machinery junk yard" means any yard or field used as a place of storage in which there is displayed to the public view, junk machinery or scrap metal that occupies an area of 500 square feet.

"Motor vehicle" means "motor vehicle" as defined by RSA§259:60, I, namely, any self-propelled vehicle not operated exclusively upon stationary tracks, including ski area vehicles.

"Motor vehicle junk yard" meaning any place where motor vehicles which are no longer intended or in condition for legal use according to their original purpose or used parts of motor vehicles or old iron, metal, glass, paper, cordage, or other waste or discarded or secondhand material which has been a part, or intended to be a part, of any motor vehicle are stored or deposited in a quantity equal in bulk to 2 or more motor vehicles, including motor vehicles purchased for the purpose of dismantling the vehicles for parts or for use of the metal for scrap, but not including the principal place of business of any motor vehicle dealer registered with the director of motor vehicles under RSA§261:104 and controlled under RSA §236:126, or farm trucks, farm tractors, or farm machinery on a farmer's own property zoned for agricultural use and currently in agricultural use.

Section II - License and Certificate of Approval Required

No person shall operate, establish, or maintain a junk yard without a license to operate a junk yard, and a certificate of approval for the location of the junk yard, issued by the Board of Selectmen, and according to such restrictions and conditions as may be required.

Section III - Application for License and Certificate of Approval

Application for the license and the certificate of approved location shall be made in writing to the Board of Selectmen upon a form to be determined by the Board of Selectmen. The

Ordinance
Regulating to Junk Yards cont.

application must be accompanied by a certificate from the Zoning Board of Adjustment that the proposed location is not within an established district restricted against such uses or otherwise contrary to the prohibitions of the zoning ordinance. The application must contain a description of the land to be included within the junk yard by reference to so-called permanent boundary markers.

Section IV - License Fee

The annual license fee is \$25.00 to be paid at the time the application is made and annually thereafter in the event of renewal. The applicant shall also be required to pay, in addition to the license fee, such postage fees and advertising fees as may be necessary to comply with the notice requirements of this Ordinance. If the application is not granted, the license fee shall be returned to the applicant.

Section V - Hearing

A hearing on the application shall be held by the Board of Selectmen not less than 2 nor more than 4 weeks from the date of the receipt of the application by the Board of Selectmen. Notice of the hearing shall be given to the applicant and all abutters to the proposed location by mail, postage prepaid, to the address given in the application and the notice shall be published once in a newspaper having a circulation within the Town of Litchfield, which publication shall be not less than 7 days before the date of the hearing.

At the time and place set for hearing, the applicant shall be required to submit proof of legal ownership or right to the use of the property for the license period, and upon such proof, the Board of Selectmen shall hear the applicant and all other persons wishing to be heard on the application for a license to operate, establish, or maintain the junk yard.

The Board of Selectmen shall take into account the suitability of the applicant with reference to his ability to comply with the fencing requirements or other reasonable regulations concerning the proposed junk yard, to any record of convictions for any type of larceny or receiving of stolen goods and to any other matter within the purposes of this subdivision.

The Board of Selectmen shall take into account the nature and development of surrounding property, such as the proximity of churches, schools, hospitals, public buildings or other places of public gatherings, and whether or not the use of that proposed location can be reasonably prevented from affecting the public health, safety, or morals by reason of offensive or unhealthy odors or smoke, or of other causes. In no case may a license be granted for a new junk yard or automotive recycling yard located less than 660 feet from the right-of-way lines of class I, class II, class III or class III-a highways or located less than 300 feet from the right-of-way lines of class IV, class V and class VI highways.

The Board of Selectmen may also take into account the clean, wholesome, and attractive environment which has been declared to be of vital importance to the continued stability and development of the tourist and recreational industry of the state and the general welfare of its citizens by considering whether or not the use of the proposed location can be

reasonably prevented from having an unfavorable effect thereon. In this connection the Board of Selectmen may consider collectively the type of road servicing the junk yard or from which the junk yard may be seen, the natural or artificial barriers protecting the junk yard from view, the proximity of the proposed junk yard to established tourist and recreational areas or main access routes thereto, as well as the reasonable availability of other suitable sites for the junk yard.

After the hearing, the Board of Selectmen shall, within 2 weeks, make a finding as to whether or not the application should be granted, giving notice of their finding to the applicant by mail, postage prepaid, to the address given on the application. The application may be granted according to such reasonable restrictions and conditions as the Board of Selectmen may deem necessary in the interest of the public health, safety and welfare, including without limitation, area restrictions, height restrictions, enclosure requirements, prohibitions against certain noxious activities such as burning, provisions for monitoring wells of surface and subsurface groundwater, and authorization to enter upon the junk yard site with proper notification. If approved, the license, including the certificate of approved location, shall be forthwith issued to remain in effect until the following April 1. Approval is personal to the applicant and is not assignable. Licenses shall be renewed thereafter upon payment of the annual license fee without a hearing, if all provisions of this Ordinance are complied with during the license period, if the junk yard does not become a public nuisance under this Ordinance or the common law, and if the applicant is not convicted of any type of larceny or of receiving stolen goods.

Section VI -Fencing

Before use, a new junk yard shall be completely surrounded with a solidly constructed fence at least 6 feet in height which substantially screens the area and with a suitable gate which shall be closed and locked except during the working hours of the junk yard or when the applicant or his agent is within. All motor vehicles and parts stored or deposited by the applicant shall be kept within the enclosure of the junk yard except as removal is necessary for its transportation to and from the junk yard. All wrecking or other work on such motor vehicles and parts shall be accomplished within the enclosure. Where the topography, natural growth of timber, a natural barrier, or other considerations accomplish the purposes of this section in whole or in part, the fencing requirements hereunder may be reduced by the Board of Selectmen, upon granting the license.

Section VII - Applicability

The location of junk yards previously lawfully established are considered approved by the Board of Selectmen and the owner of the junk yard considered suitable for the issuance of a license, provided that, within 60 days from the passage of this Ordinance, the owner shall furnish the Board of Selectmen with the information as to location which is required in an application, together with the license fee, and the Board of Selectmen shall issue a license valid until April 1, 2004, at which time the owner may apply for a renewal. The owner shall comply with all other provisions of this Ordinance including the fencing requirements set forth in Section VI.

Ordinance
Regulating to Junk Yards cont.

Section VIII - Enforcement

Any person who is in violation of any provisions of this Ordinance shall be guilty of a violation. Each day or fraction thereof that the violation continues shall constitute a separate offense. Violations shall be subject to a civil penalty not to exceed \$1,000.00 for each day that the violation is found to continue after the violator receives written notice of the violation, or after the date of judgment or conviction, whichever is earlier. Any junk yard located or maintained in violation of the provisions of this Ordinance is hereby declared a nuisance, and the same may be abated on complaint of the Board of Selectmen or its duly designated Code Enforcement Officer. In any proceeding to enforce the provisions of this Ordinance, the Town of Litchfield shall be entitled to an award of its costs and attorney's fees incurred as a result thereof.

Section IX - Appeals

Any applicant or any citizen of the Town of Litchfield aggrieved by a decision of the Board of Selectmen may appeal that decision by filing a writ of certiorari in the Hillsborough County Superior Court.

Section X - Compliance with Other Laws

This ordinance is to be read in the context of and in concert with any and all applicable local, state and federal laws regulating junk yards, including, but not limited to, N.H. Rev. Stat. Ann. 146-A, 146-C, 147-A 149-M, 236:90-129, 259, 261, 485-C, and 40 C.F.R. 122. To the extent that this Ordinance differs from any such law, the more stringent shall apply.

LITCHFIELD, NH DELIBERATIVE SESSION
FRIDAY, FEBRUARY 7, 2003

Time, Place: Meeting called to order at 7:00 p.m. in the auditorium of Campbell High School.

Present: John Regan, Moderator, presiding; John Devereaux, Chairman of the Board of Selectmen and Selectmen's Representative to the Budget Committee; Selectmen Frank Byron, M. Patricia Jewett, Thomas Levesque, Sr., and John Pinciario; Budget Committee Chairman Ralph Boehm and members John Caynon, Cynthia Couture (School Board Representative), Laurie Ortolano, William Spencer, and Cecil Williams; Town Counsel Jay Hodes and David LeFevre; Selectmen's Administrative Assistant Cecile Durocher; NH Department of Revenue Administration representatives David Hynes and Scott Dickman; approximately 60 registered voters and guests. Ballot clerks on duty were Bertha Mieckowski and Corlyn Yusuf.

Moderator Regan led the assembly in the Pledge of Allegiance to the American flag and in a moment of silence honoring the memory of the astronauts aboard the space shuttle Columbia, which disintegrating while reentering the Earth's atmosphere on Saturday, February 1.

The Moderator read the rules of order under which the meeting would proceed. Among other "Moderator's Rules" was a requirement that public officials could use the on-stage microphone only when speaking in an official capacity; when addressing the assembly as private citizens, they were to use one of the mikes on the floor. The Moderator provided index cards and pencils for the use of voters wishing to propose written amendments.

The Moderator said he was instituting a tradition of holding a mid-meeting "break" during which voters could bring up issues of interest unrelated to the official business of the meeting.

Moderator Regan asked whether the assembly wished to continue a long-standing practice of allowing non-voters to address the Meeting. On a nearly unanimous voice vote, voters decided to continue extending this courtesy.

William Spencer rose to a Point of Order, inquiring whether the Moderator's rules precluded allowing a standing vote when a voice vote proved inconclusive. Following brief discussion between Moderator Regan and Assistant Moderator Philip Reed, it was decided that a standing vote would be allowed unless a request for recount had specifically been for a ballot vote. Should the standing vote also prove inconclusive, a ballot vote would be taken.

The Moderator explained that Article 1 on the ballot would be the election of officers.

Planning Board Chairman Alfred Raccio spoke briefly about Articles 2 and 3, which had been proposed by the Planning Board:

Article 2. Are you in favor of the adoption of the Zoning Ordinance Amendment No. 1 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows?:

Adopt Section **1250.00 AQUIFER PROTECTION DISTRICT**, an overlay district, for the promotion of the health, safety, and general welfare of its residents by preserving, maintaining and protecting from contamination the existing and potential ground water resources of the Town and protecting the surface waters that are fed by groundwater. The intended purpose will be accomplished by regulating land use practices generally related to commercial-industrial land use (such as, but not limited to, the disposal or storage of solid wastes, sludge,

subsurface waste disposal road salting materials, gas or other petroleum products), and including home businesses, that might reduce the quality of water available for use by municipalities, individuals and industries, now and in the future.

Article 3. Are you in favor of the adoption of Zoning Ordinance Amendment No. 2 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows?:

Amend Section **1500.00 SIGNS** by adding provisions in Section 1501.01 concerning permit fee payment and termination of sign application consideration when fees are not paid; amending Section 1501.02 by requiring public notice and public hearing before sign permit approval with additional notice requirements for illuminated signs; and adding a new Section 1503.04 regulating the maximum size and maintenance of subdivision and Housing for Older Persons project signs.

Moderator Regan read Warrant **Article 4:** Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$ 2,963,559.00. Should this article be defeated, the operating budget shall be \$ 2,917,897.00 which is the same as last year, with certain adjustments required by previous action of the Town or by law or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. The Selectmen and the Budget Committee recommend this appropriation.

NOTE: This warrant article (operating budget) does not include appropriation in any other warrant article.

Budget Committee Chairman Ralph Boehm spoke to the Article. He showed an overhead projection indicating that 50% of the municipal budget is for the Police Dept., Fire Dept., and Highway Dept., with the Solid Waste budget accounting for another 25%. He said not much could be cut from these accounts without jeopardizing response time for emergency calls or street plowing. He said that if all Town and School District articles pass as recommended by the Budget Committee, the impact on the tax rate would be approximately \$1.35 per thousand dollars of valuation. On a \$200,000.00 home, this would be about \$270.00. Each additional \$10,000.00 in spending would increase the tax on a \$200,000.00 home by \$4.76.

Selectman Frank Byron offered a brief overview of some of the proposed budget increases:

1. A Fire Department pumper truck needs \$20,000.00 in repairs, he said; the Town is currently assessing whether the work can be done under warranty.
2. Welfare costs have nearly doubled in the past year.
3. Health insurance costs may be as much as 24% higher, though Selectmen hope negotiations limit the increase to 17%.
4. The Fire and Police Departments have scheduled an emergency disaster drill for 2003.
5. Ambulance costs have doubled, owing primarily to a huge increase in the number of calls by Litchfield residents. The cost per run has also increased.

LITCHFIELD, NH DELIBERATIVE SESSION
FRIDAY, FEBRUARY 7, 2003 cont.

6. Owing to an increase in the volume of trash brought to the recycling center/landfill, more dumpsters are needed to haul refuse away.
7. The roof on the fire station needs to be replaced.
8. There are increased Highway Department costs because of the need for additional salt purchases and equipment rental. Every year, there are more streets.
9. Two police cruisers are in this year's proposed budget; none were purchased in 2002.

Frank Byron MOVED to amend the operating budget from \$2,963,559.00 to \$2,967,809.00. John Devereaux seconded.

Pat Jewett spoke to this amendment, which reflected the need for an increase in the Welfare account (4445.20). She said The Town's current guidelines are antiquated and must be updated. To illustrate, she said the Town currently allows \$89.76 for food for a family of four (4). The food pantry at the Church has been a wonderful help, she said. So far this year, the Welfare account has spent \$2,724.57, \$1,836.00 being for prescription medicines. Welfare liens have been placed on two properties (5 were imposed in 2002). The Town had 8 homeless people in 2002.

The amendment CARRIED by voice vote.

Frank Byron MOVED to amend the operating budget from \$2,967,809.00 to \$2,992,809.00. John Devereaux seconded.

Frank said this was for the purchase of road salt under budget line item #4312.50. The Town has already spent \$34,000 in 2003, and the currently proposed budget has a total of \$55,000. He reminded the assembly that "this year" includes not only the current winter, but also November and December, 2003. Selectmen hope that the amended amount would allow for one filling of the salt barn prior to November.

Bill Spencer said the proposed amendment fell within the range anticipated by the Budget Committee.

On a nearly unanimous voice vote, the amendment CARRIED.

Frank Byron MOVED (and subsequently WITHDREW) an amendment changing the proposed operating budget from \$2,992,809.00 to \$3,017,809.00.

Frank Byron MOVED to amend the proposed operating budget from \$2,992,809.00 to \$3,012,809.00. Thomas Levesque seconded.

The additional funds would provide for hiring additional highway equipment, primarily for snowplowing. The budget as originally proposed provided \$90,000.00 for equipment hire, and \$45,000.00 has been spent to date.

Bill Spencer said the amendment fell within the range of what he would have anticipated.

On a nearly unanimous voice vote, the amendment CARRIED.

No further amendments were offered, and the Proposed Budget will appear on the ballot at \$3,012,809.00.

Thomas Levesque introduced **Article 5:** To see if the Town will vote to raise and appropriate the sum of \$105,500.00 for Phase I of a two-year town wide revaluation plan. The entire cost of the revaluation assessment over the two-year phasing will be \$225,750.00. This revaluation will occur over a two year period in preparation for the town audit by The Department of Revenue Administration. This is a special Warrant Article per RSA 32:3 (VI), reflecting an appropriation that will not lapse until the completion of the town-wide revaluation or December 31, 2006. The Selectmen and the Budget Committee recommend this appropriation:

Tom Levesque called the proposal the Town's "perpetual warrant article," noting that it had been proposed during each of the past six or seven years. He introduced NH Department of Revenue Administration (DRA) Representatives David Hynes and Scott Dickman to speak to the article.

Mr. Hynes stressed the importance of approving the article. He said the NH Supreme Court ruled in 1999 that communities had to be within certain assessing guidelines within each 3 to 5-year cycle. The guidelines require the equalized ratio to be between 90% and 110% of that year's current market value. Litchfield's "cycle year" is 2005, he said, and its current equalized ratio is 69.9%. If the Town is not within the 90%/110% "window" by that year, it will be remanded to the Board of Tax and Land Appeals; that board will issue us a revaluation, and send us the bill. The Board would probably require that it be done in one year; if so, the cost would not be spread over two years as proposed in the warrant article. He said further that the DRA recommends annual assessment updates to account for moves in the real estate market.

In answer to a question from the floor, Mr. Hynes said new assessment figures worked up in the course of the proposed two-year study would be applied in the 2005 tax year.

No amendments were proposed, and the Article will appear on the ballot as originally submitted.

John Devereaux presented **Article 6:** To see if the Town will vote to raise and appropriate the sum of \$300,000.00 for construction of a bridge linking Albuquerque Avenue at April Drive with the section of Albuquerque Avenue just south of Morgan Road and the construction of Albuquerque Avenue between Morgan Road and April Drive and to authorize the use of \$ 300,000.00 from the State Highway Block Grant Aid fund. The Selectmen and the Budget Committee recommend this appropriation.

John said the proposal would not impact the tax rate. The Town currently has \$505,000.00 saved in the fund. Completing this northern terminus of Albuquerque would return Roberts Road and April Drive to being residential streets rather than collector roads, and would improve emergency response times to the north end of town. He added that there is no realistic hope that developers would pay to build the proposed bridge, since they already have free access to the road from both ends.

Al Raccio **MOVED** to amend the proposed appropriation to \$0. Bill Spencer seconded.

Discussion ensued, with several residents saying the bridge would open up commercial and industrial areas for development, possibly providing tax relief to homeowners.

LITCHFIELD, NH DELIBERATIVE SESSION
FRIDAY, FEBRUARY 7, 2003 cont.

On a voice vote, the amendment LOST by a clear majority.

Resident David Conole strongly suggested that Selectmen make clear that the section of road being proposed for completion is not the same as the center section voted down at each of the three past town meetings. Some time was spent discussing wording changes and consulting with Town Counsel. Ultimately, David Conole MOVED to capitalize the word BRIDGE on the ballot, in hopes that voters would recognize it is not the same proposal as in past years. John Devereaux seconded.

Following further discussion, Bill Spencer MOVED to close debate. There were numerous seconds from the floor. Cloture CARRIED by voice vote.

A voice vote on the proposed amendment (to capitalize the word BRIDGE) proving inconclusive, the Moderator called for a standing vote. A clear majority of voters stood on "YES," and the amendment CARRIED. The Article will appear on the ballot as follows:

To see if the Town will vote to raise and appropriate the sum of \$300,000.00 for construction of a BRIDGE linking Albuquerque Avenue at April Drive with the section of Albuquerque Avenue just south of Morgan Road and the construction of Albuquerque Avenue between Morgan Road and April Drive and to authorize the use of \$300,000.00 from the State Highway Block Grant Aid Fund. The Selectmen and the Budget Committee recommend this appropriation.

John Devereaux spoke to **Article 7:** To see if the Town will vote to raise and appropriate the sum of \$150,000.00 to implement the first portion of a ten-year road maintenance plan; of this amount \$150,000.00 is authorized to be withdrawn from the State Highway Block Grant Aid fund. The Selectmen and the Budget Committee recommend this appropriation.

This proposal, John said, would not affect the tax rate. He said the Town has spent \$10,000.00 on a study evaluating local roads. The study identified the condition of each local road, but can't account for the effect winter damage will have on individual streets. For this reason, he said Selectmen decided not to specify in what order roads would be repaired. They will be re-evaluated annually after the Spring thaw. Maintenance decisions will be based upon current traffic counts and winter damage. John said the Town might be looking to use its (approximately) \$150,000.00 in annual block grant funds for routine highway maintenance.

Al Raccio MOVED to amend the Article to a \$0.00 appropriation. The motion died for lack of a second.

Bill Spencer said the 10-year road study had recommended that Litchfield dedicate \$250,000.00 annually to road maintenance.

John warned that Town Meeting will include an annual request for road maintenance funds.

No further amendments were proposed, and the Article will appear on the ballot as originally presented.

Tom Levesque spoke to **Article 8:** To see if the Town will vote to raise and appropriate the sum of \$25,000.00 to be placed in the Fire Facilities Capital Reserve Fund previously established. The Selectmen recommend this appropriation. The Budget Committee does not recommend this appropriation.

Tom said Selectmen would like to put \$25,000.00 into the fund every year until there is enough money to build a new fire station. In response to questions from the floor, he said there is currently \$75,000.00 in the fund and some design work was done approximately 10 years ago for a south-end station.

Asked why the Budget Comminee hadn't recommended the appropriation, Bill Spencer said committee members thought there was enough money in the fund to pay for design costs. They believed the fund would never build up sufficiently to pay for a fire station, and the Town should request a building appropriation once design work had been completed.

Al Raccio expressed the opinion that a capital reserve fund would be a prudent way of lessening the tax impact of construcuon, especially if the fire station were to be proposed in a year when the School District asked for a new school.

No amendments were proposed, and the Article will appear on the ballot as originally presented.

Fire Chief Dwayne Hogencamp spoke to **Article 9:** To see if the Town will vote to raise and appropriate the sum of \$36,941.00 for the purpose of purchasing a 2003 Ford F-350 pickup truck to replace the existing 1985 forestry vehicle used by the fire department, and to authorize the Selectmen to sell or trade-in the existing 1985 forestry vehicle in conjunction with the purchase of the 2003 Ford F-350 pickup truck. The Selectmen and the Budget Committee recommend this appropriation.

Chief Hogencamp said the forestry truck is old and unreliable. It has a leaky transmission and a leaking transfer case. It won't pass inspection again because of rust. It would cost more than it's worth to repair.

Al Raccio **MOVED** to amend the Article by specifying that the vehicle be a 2002 model rather than a 2003. Leon Barry seconded.

Assistant Fire Chief Thomas Schofield said the Department started the bid process in August of 2002; he said the price did not change with the 2003 model year. Frank Byron added that 2003 vehicles are available, but an appropriate model might not be available in a 2002; if the specified year is changed, the Town could be out of luck.

Discussion continued until Al Raccio **CALLED THE QUESTION**. There were various seconds from the floor and cloture **CARRIED** by voice vote.

On a voice vote, the amendment **LOST**.

Bill Spencer **MOVED** to amend the Article by deleting the reference to any particular model year. Frank Byron seconded. On a voice vote, the amendment **CARRIED**.

The Article will appear on the ballot as follows:

To see if the Town shall vote to raise and appropriate the sum of \$36,941.00 for the purpose of purchasing a Ford F-350 pickup truck to replace the existing 1985 forestry vehicle used by the fire department, and to authorize the Selectmen to sell or trade-in the existing 1985 forestry vehicle in conjunction with the purchase of the Ford F-350 pickup truck. The

LITCHFIELD, NH DELIBERATIVE SESSION
FRIDAY, FEBRUARY 7, 2003 cont.

Selectmen and the Budget Committee recommend this appropriation.

Police Chief Thomas Iverson presented **Article 10:** To see if the Town will vote to raise and appropriate the sum of \$6,800.00 for the purpose of purchasing an All Terrain Vehicle (ATV) and trailer for use by the police and fire departments for enforcement and emergency purposes. The Selectmen recommend this appropriation. The Budget Committee does not recommend this appropriation.

Chief Iverson told citizens that a lot of mischievous damage was done by all-terrain vehicles the previous summer on the Town's farmland and forests. The Police Department borrowed ATVs when it could, but landowners ended up posting a reward for information leading to apprehension of the miscreants because the Department was unable to effectively patrol these areas. The Chief said there are no grants available to purchase this type of equipment; there are grants to enforce the laws, but communities need to have equipment before they can apply for the funds. The NH Fish and Game Department would train the officers assigned to the ATV. It would not replace a regular cruiser patrol.

Asst. Fire Chief Schofield said the Fire Department could use the ATV to locate brush fires and people who are injured or lost in the woods; currently, the Department has access to Hudson's unit.

No amendments were offered, and the Article will appear on the ballot as originally presented.

John Pinciario presented **Article 11:** To see if the Town will vote to raise and appropriate the sum of \$36,600.00 for the purpose of purchasing a 2003 Ford F-550 dump truck to replace the existing 1993 F-350 dump truck used by the highway department, and to authorize the Selectmen to sell or trade-in the existing 1993 Ford F-350 dump truck in conjunction with the purchase of the 2003 Ford F-550 dump truck. The Selectmen and the Budget Committee recommend this appropriation.

John said he recently observed that the F-350's transmission could barely get the truck up Hillcrest Road to the highway garage. It's used as a dump truck and for plowing and is not big enough for the work it's expected to do. The new truck will be purchased where the Town buys its police cruisers; the price is always good.

Frank Byron MOVED to remove the model year reference from the article, since it presented the same issue as Article 9. There were numerous seconds from the floor. The amendment CARRIED by unanimous voice vote.

Al Raccio MOVED to amend the article to a special warrant article. The motion was ruled OUT OF ORDER because a special warrant article cannot be created from the floor.

No further amendments were offered, and the Article will appear on the ballot as follows:

To see if the Town will vote to raise and appropriate the sum of \$36,600.00 for the purpose of purchasing a Ford F-550 dump truck to replace the existing 1993 F-350 dump truck used by the highway department, and to authorize the Selectmen to sell or trade-in the existing 1993 Ford F-350 dump truck in conjunction with the purchase of the Ford F-550 dump truck. The Selectmen and the Budget Committee recommend this appropriation.

Frank Byron presented **Article 12:** To see if the Town will vote to authorize the Board of Selectmen to enter into a joint agreement with other municipalities to establish a regional water district in anticipation of acquiring the assets or the stock of the Pennichuck Corporation or its successors.

Such action will not affect any municipal water system, village water district, or franchise area of another water utility unless such municipal system, village district, or water utility chooses to join this regional water district.

Frank reported that over the past several months Selectmen have been working with other communities toward the purchase of Pennichuck Corporation (formerly Pennichuck Water Works). Water, he said, is becoming a scarce commodity in this area. Pennichuck has been negotiating to sell out to an out-of-state company, potentially resulting in overseas ownership of the area's water supply. Selectmen, he said, recently signed a memorandum of understanding with 16 other communities, so that Litchfield residents could have a say in the process. Pennichuck shows a profit of \$15 million a year, which could be used to offset costs of operating the system. The purchase would be through revenue bonds that would have no property tax impact.

Frank said approval of the warrant article would allow Selectmen to continue negotiating, but would not authorize them to join a compact. Selectmen would have to return for voter approval in order to join. It's hoped the details for establishing the regional compact will be worked out in four to six (4 - 6) months.

No amendments were offered, and the Article will appear on the ballot as originally presented.

Frank presented **Article 13:** To see if the Town will vote to raise and appropriate the sum of \$125,000.00 for the exploration, design, location, testing and engineering associated with the establishment of a Litchfield Drinking Water Production well. This appropriation will allow for determining the best location, testing for suitable quantity and quality of water and determining the final costs of establishment of a production well. It is anticipated that the construction costs for a production well would be established through this study and presented to the voters next year. If Article 9 shall pass, then this Article shall be deemed void and of no further effect. This is a special warrant article per RSA 32:3 (VI). The Selectmen and the Budget Committee recommend this appropriation.

Frank MOVED to amend the Article to stipulate that if Article 12 shall pass, this Article shall be deemed void. Numerous voters seconded.

Frank explained that the order of the Articles had been changed, and no one had noticed that the reference to what had once been Article 9 had not been changed to reflect that it was now Article 12.

On a voice vote, the amendment CARRIED.

Frank said the Town currently has 3 operating wells – the Dame, Ducharme, and Weinstein wells. All are owned by the Town of Hudson. Water from these wells is sold back to those Litchfield residents who do not have their own wells. Litchfield water customers' average daily water use is 250,000 gallons, he said; Hudson's is 1.4 million. Pelham water customers also

draw some water from these wells. Campbell High School draws its water from the same aquifer. There is also some "lost water" that leaks from pipes, etc., accounting for an average daily water usage from these wells of 2.03 million gallons. This, he said, is a deficit of some 1/2 million gallons a day beyond what the aquifer can maintain.

Frank said the Town cannot put another well in the Darrah aquifer, which is already being overdrawn. There is, however, another aquifer area in Town where a well could be drilled.

He said the proposal before the Meeting is a special warrant article, and the money can't be used for anything but its stated purpose, and that purpose is to use the money only if the water compact fails. Should the compact fail, this new well could provide the Town with some negotiating leverage in dealing with Pennichuck Corp. (or its new owners) and would help to stabilize costs for Litchfield users.

Al Raccio **MOVED** to amend the Article by changing the appropriation figures to \$0.00. The motion **DIED** for lack of a second.

No further amendments were offered, and the Article will appear on the ballot as follows:

To see if the Town will vote to raise and appropriate the sum of \$125,000.00 for the exploration, design, location, testing and engineering associated with the establishment of a Litchfield Drinking Water Production well. This appropriation will allow for determining the best location, testing for suitable quantity and quality of water and determining the final costs of establishment of a production well. It is anticipated that the construction costs for a production well would be established through this study and presented to the voters next year. If Article 12 shall pass, then this Article shall be deemed void and of no further effect. This is a special warrant article per RSA 32:3 (VI). The Selectmen and the Budget Comminee recommend this appropriation.

Chief Iverson spoke to **Article 14**: To see if the Town will vote to raise and appropriate the sum of \$78,000.00 for the purpose of purchasing and installing a Quantar Astro Capable Repeater UHF, fixed equipment accessories and Astro infrastructure communication equipment for the police department to replace outdated equipment and to extend the range and coverage. This is a special Warrant Article per RSA 32:3(VI), reflecting an appropriation that will not lapse until the purchase and installation of the Quantar Astro Capable Repeater UHF, fixed equipment accessories, and Astro infrastructure communication, or December 31, 2006. The Selectmen and the Budget Comminee recommend this appropriation.

Chief Iverson said that over the past couple of years the Police Department has been acquiring communications equipment from the State of NH with a view to retiring the Town's 15 year-old gear. Parts are no longer manufactured for repairs. In some parts of town, the Department's portable radios don't work, and sometimes its cell phones don't, either. He cited the interior of Campbell High as a location with communications problems, stressing that it could be a problem during an emergency.

The Chief said in order to use the digital equipment he's received from the State, he needs to install receivers at the north end of town and on the roof of Campbell High School, and a repeater at the police station. He said he hadn't wanted to ask for funding until he had some of the equipment which, thanks to the State, he now has.

Firefighter Timothy Kearns said he'd written the specs for and installed the old equipment 15 years ago, and it has provided many years of good service. It's now obsolete, he said. It can no longer be maintained, and the State is moving in the direction of digital communications. It's where the Town has to go, too.

No amendments were offered, and the Article will appear on the ballot as originally presented.

During the Moderator's promised break in the routine order of business, the Budget Committee recognized retiring member Cecil Williams for his 6 years of hard work on the board, and presented him with a certificate of gratitude.

John Devereaux, retiring Chairman of the Board of Selectmen, was recognized for his 6 years of service by the Board and by the Police Department. He was presented with certificates of appreciation and a clock. Budget Committee member Bill Spencer said that John has been the Selectmen's Rep. to their committee and they would also like to thank him but he "won't be getting a clock from us because we're too cheap."

The assembly offered both officials a hearty round of applause.

Resident David Conole said he wanted to publicly thank the Rodonis Farm family for selling their farmland to another farmer rather than maximizing their profits by developing the property as housing. The assembly offered a round of applause.

Al Raccio offered thanks to the Police and Fire Departments for their timely, professional response to a problem at his home.

Conservation Commission Chairman Torene Tango-Lowy spoke to **Article 15**: To see if the Town will vote to raise and appropriate the sum of \$10,000.00 to be placed into the Conservation and Land Acquisition fund previously established. The purpose of said fund is to purchase land, conservation or trail easements, or purchase of development rights. The Selectmen and the Budget Committee recommend this appropriation.

Torene said the Conservation Commission had used fund money as a grant match when purchasing the Moore's Falls recreation area on the Merrimack River, and for purchasing 20 acres of property abutting the Aaron Cutler Memorial Library. The tax impact of this Warrant Article, she said, would be \$5.00 on a \$200,000.00 home.

In response to questions from the floor, she said the Commission currently has \$53,000.00 in its fund, but \$15,000.00 of that has been committed as a final installment on the library land purchase. \$15,000.00 is being used toward appraisal work for the Farmland Preservation Committee.

Library Trustee Quentin Lewis noted that the Trustees had looked into purchasing an acre of land adjoining the library, and abandoned the idea because the cost would have been about \$30,000.00. Through the fund, the Conservation Commission managed to get all 29 acres for about the same cost.

No amendments were offered, and the Article will appear on the ballot as originally presented.

John Pinciario presented **Article 16**: To see if the Town will vote to raise and appropriate the

LITCHFIELD, NH DELIBERATIVE SESSION
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sum of \$4,000.00 for the purpose of purchasing and installing a chain-link fence around the dog kennel. The Selectmen recommend this appropriation. The Budget committee does not recommend this appropriation.

John MOVED to amend the Article by reducing the amount of the appropriation from \$4,000.00 to \$2,000.00. John Devereaux seconded.

John Pinciario said the size of the fenced area has been reduced from its original proposal, which is why the cost is lower. On a unanimous voice vote, the amendment was APPROVED.

John called the unfenced dog kennel a liability. All the Town needs is to have one person bitten by a dog for us to lose a lot more than the cost of fencing, he said. There are fenced dog runs outside the kennel, but the runs are not separated from the public by additional fencing. Kids whose parents are at the landfill sometimes walk to the kennel, attracted by the barking, and they try to pet the dogs through the fence. Police Chief Iverson corroborated this, saying he had seen it happen.

Resident Lynn Breen, who is an insurance adjuster, said she recently settled a dog bite claim. The victim was an adult, she said, and he had deliberately petted a dog through a fence. Medical costs were less than the \$2,000.00 proposed in this Warrant Article, and the settlement was \$35,000.00.

Asked why the Budget Committee had not recommended this expenditure, Ralph Boehm said the Town has been needing a fence at the kennel for 15 years, "but we've been cutting pennies out of people's budgets."

No further amendments were offered, and the Article will appear on the ballot as follows:

To see if the Town will vote to raise and appropriate the sum of \$2,000.00 for the purpose of purchasing and installing a chain-link fence around the dog kennel.

- NOTE: In a meeting following adjournment of the Deliberative Session, the Budget Committee voted to recommend this expenditure. The Article will therefore be followed by the notation that the Selectmen and the Budget Committee recommend this appropriation.

John Devereaux presented **Article 17**: To see if the Town will vote pursuant to RSA 231:63 to require the Highway Agent, in addition to his usual duties as Highway Agent, to have charge, under the direction of the Selectmen, of the care and maintenance of the solid waste facility and related areas.

John said the intent of the Article is to save the Town money. The Town has no work force, he said. It has to hire laborers and hire equipment to get work done. This proposal would allow for using personnel from the solid waste facility to perform some maintenance tasks, under the supervision of the Highway Agent. John said this had been done once in 2002, when Incinerator personnel worked on a retainer wall at the facility.

There was little discussion, and no amendments were offered. The Article will appear on the ballot as originally presented.

Moderator Regan read **Article 18** and presented a brief synopsis thereof: To see if the Town

of Litchfield will vote to rescind Article 19 adopted by the March 13, 1981 Town Meeting and adopt a new ordinance Regulating Junk Yards.

The proposed ordinance will regulate certain junk yards, as defined in the ordinance, by establishing certain requirements, including licensing requirements, as set forth in the ordinance. Copies of the full ordinance are attached to the Warrant and available at the Town Clerk's Office upon request.

Tom Levesque spoke to the proposal. He said there is one licensed junkyard in town, which is inspected annually. Issues are resolved as necessary. However, he noted, there are unlicensed junkyards scattered throughout Litchfield, and they reflect badly upon the Town.

In response to a question about what would constitute a junkyard under the ordinance, Tom pointed out that everyone in attendance had been provided with the full text of the proposed ordinance, including a definition of "junkyard." The Moderator read through the definition.

Through the course of discussion, it was observed that a casual reading of the proposal could lead voters to conclude that the reference to rescinding "Article 19" could indicate the current warrant's Article 19. This might, in turn, cause voters to vote "no" on Article 18 out of concern that it would invalidate the Conservation Fund appropriation. Considerable time was devoted to rewording the Article in an acceptable manner.

John Devereaux MOVED to amend the Article to read "...to rescind Article 19 adopted on March 13, 1981 (Town Meeting) and adopt..." There were several seconds.

Following brief discussion, the proposed amendment was withdrawn and Richard Tango-Lowy MOVED to amend the wording to "...to rescind Article 19 adopted on the March 13, 1981 Town Meeting..."

Al Raccio eventually MOVED for closure on the discussion. There were several seconds, and closure CARRIED by voice vote.

On a voice vote, Mr. Tango-Lowy's amendment CARRIED. However, Philip Reed said the wording was ungrammatical, and he MOVED to amend the Article by substituting "adopted at the March 13, 1981 Town Meeting" for the recently-amended "adopted on the March 13, 1981 Town Meeting..." The motion was seconded from the floor and CARRIED by voice vote.

There was still disagreement as to whether this would avoid confusion by the voters, and discussion continued.

- A motion was made and seconded from the floor that the Meeting move on to discussion of Article 19 while final wording on Article 18 could be worked out. Motion CARRIED by voice vote. However, in order to make the minutes easier to follow, further action on Article 18 will be recorded here.

Richard Tango-Lowy MOVED to amend the Article to provide for rescinding "the article identified as Article 19 adopted by the March 13, 1981 Town Meeting..." Leon Barry seconded. On a voice vote, the amendment CARRIED.

Article 18 will appear on the ballot as follows: To see if the Town of Litchfield will vote to

LITCHFIELD, NH DELIBERATIVE SESSION

FRIDAY, FEBRUARY 7, 2003 cont.

rescind the article identified as Article 19 adopted by the March 13, 1981 Town Meeting and adopt a new ordinance regulating Junk Yards. The proposed ordinance will regulate certain junk yards, as defined in the ordinance, by establishing certain requirements, including licensing requirements, as set forth in the ordinance.

Debra Endyke presented **Article 19**: To see if the Town will vote to deposit 100 percent of the revenues collected pursuant to RSA 79-A (the land use change tax) in the Conservation and Land Acquisition Fund previously established, in accordance with RSA 36-A:5(III) as authorized by RSA 79-A:25(II). The purpose of said fund is to purchase land, conservation or trail easements, or the purchase of development rights.

Debbie said 10% of Litchfield Current Use Change Tax is presently put into the fund, with the other 90% reverting into the General Fund. She read a list of what percentage surrounding communities are dedicating to their conservation funds; most reportedly dedicate 100%, while others are at 75% or higher. She read the amounts of money collected in such taxes in recent years; for the past 2 years, there has been none.

Ralph Boehm said his only concern with this proposal was that it eliminated citizens' ability to vote on application of any future year's current use taxes. Citizens said they didn't remember ever having been asked to vote on the application of such funds. The money has always been put into the General Fund.

Torene said that \$10,000.00 in the fund was usually worth a lot more than \$10,000.00 in the general fund because of the Conservation Commission's aggressive use of grants and other matching funds when using the money.

No amendments were offered, and the Article will appear on the ballot as originally presented.

Michele Parzych spoke to **Article 20**: Shall the Town accept the provisions of RSA 202-A:4-d providing that any town at an annual meeting may adopt an article authorizing the public library trustees to accept gifts of personal property, other than money, which may be offered to the library for any public purpose, and such authorization shall remain in effect until rescinded by a vote of town meeting? Provided, however, pursuant to RSA 202-A:4-d (11), prior to accepting any gift valued at over \$5,000.00, the library trustees shall hold a public hearing on the proposed acceptance.

Michele said the NH RSA allowing this was passed in 1996. Unless the Town adopts it, Selectmen will have to continue holding hearings whenever such a gift is offered.

There was no discussion and no amendments were offered. The Article will appear on the ballot as originally presented.

Frank Byron addressed **Article 21**: To see if the Town will vote to change the membership of the Planning Board as authorized in RSA 673:2(II) (a) from seven (7) members to five (5) members. All five (5) members shall be residents of the town of Litchfield and shall be composed of four (4) members appointed by the Board of Selectmen and one (1) ex-officio member who shall be a designated member of the Board of Selectmen

Frank Byron MOVED to amend the Article to read as follows: To see if the Town will vote to continue the membership of the Planning Board as authorized in RSA 673:2, II9a), with seven

(7) members. All seven (7) members shall be residents of the Town of Litchfield and shall be composed of six (6) members appointed by the Board of Selectmen and one (1) ex-officio member who shall be a designated member of the Board of Selectmen. John Devereaux seconded.

Frank said the Article had originally been proposed at a time when the Planning Board did not have enough members to comprise a full board. There were problems getting a quorum at meetings. Since that time, he said, three new members have come aboard and the article is no longer needed. However, once it had been posted on the warrant the Article couldn't be withdrawn. The amendment was intended to nullify any proposed change.

The assembly spent considerable time discussing possible ramifications of a "no" vote. Town Counsel Jay Hodes said that whether it passed or not, the Article as amended would have no effect on the existing makeup of the board. No further amendments were proposed, and the Article will appear on the ballot as amended above.

Torene Tango-Lowy spoke to **Article 22**: To see if the Town will vote to send the following resolution to the New Hampshire General Court: Resolved, in its first two years of operation, the Land and Community Heritage Investment Program (LCHIP) has helped communities throughout New Hampshire preserve their natural, cultural, and historic resources and, therefore, the State of New Hampshire should maintain funding for LCHIP in its next biennial budget."

Torene explained that the LCHIP is a 50/50 match grant program and involves no local property taxes. The Article is intended to send a message of support for the program to our legislators.

There was no discussion and no amendments were offered. The Article will appear on the ballot as originally presented.

That concluded discussion of the Articles, and no further business was proposed.

At 10:05 p.m., a motion to adjourn was made from the floor. The motion was seconded by numerous voters, and CARRIED by voice vote.

A true record of action taken at the 2003 Deliberative Session, attest:
Diane L. Jerry
Town Clerk

Budget **For the Town of Litchfield, NH**

Purpose of Appropriations (RSA 32:3,V)	Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing Fiscal Year (Recommended)	Budget Committee's Appropriations Ensuing Fiscal Year (Recommended)	Budget Committee's Appropriations Ensuing Fiscal Year (Not Recommended)
GENERAL GOVERNMENT						
Executive		95,412	93,532	96,480	94,999	1,556
Election, Reg. & Vital Statistics	70,027	70,912	69,641	789	1,908	
Financial Administration		187,260	186,045	218,996	215,714	739
Legal Expense		88,000	80,426	93,900	82,900	11,000
Personnel Administration		125,300	123,486	144,800	144,800	
Planning & Zoning		47,756	44,909	49,070	46,270	4,532
General Government Buildings	34,165	30,496	46,017	44,237	1,780	
Cemeteries		1,000	814	1,000	1,000	
Insurance		46,783	40,622	43,000	43,000	
Other General Government		22,800		27,500	27,500	
PUBLIC SAFETY						
Police		783,872	757,227	814,746	802,983	13,403
Ambulance		15,500	26,330	25,000	25,000	
Fire		338,924	334,479	365,911	349,723	18,176
Building Inspection		66,890	67,073	70,363	67,774	4,127
Emergency Management		5,500	5,000	14,600	14,600	
HIGHWAYS & STREETS						
Administration		14,869	18,714	26,399	21,074	5,325
Highways & Streets		372,341	338,172	348,092	336,835	11,257
Street Lighting		12,950	8,913	13,450	13,450	
SANITATION						
Administration		50,445	51,618	62,037	61,564	403
Solid Waste Disposal		231,873	255,296	273,497	270,744	3,453
		Appropriations	Actual	Selectmen's Appropriations	Budget Committee's Appropriations	

Budget
For the Town of Litchfield, NH cont.

Purpose of Appropriations (RSA 32:3.V)	Warr. Art.#	Prior Year As Approved by DRA	Expenditures Prior Year	Ensuing Fiscal Year (Recommended)	Ensuing Fiscal Year (Not Recommended)	Ensuing Fiscal Year (Not Recommended)
HEALTH & WELFARE						
Administration		3,198	1,952	2,523	2,523	1,087
Pest Control		14,709	14,416	14,836	14,836	3,793
Health Agencies & Hosp. & Other		7,300	7,300	7,450	7,300	5,495
Vendor Payments & Other		10,000	14,603	16,350	15,750	700
CULTURE & RECREATION						
Parks & Recreation		57,064	55,050	58,053	56,903	1,150
Library		94,187	94,187	110,473	108,262	2,211
Patriotic Purposes		580	553	504	504	
Other Culture & Recreation		2,160	1,360	22,105	22,105	55
CONSERVATION						
Admin. & Purchase of Nat. Resources		4,145	3,702	2,686	2,686	165
DEBT SERVICE						
		1		1		
SUBTOTAL I		2,755,011	2,727,187	3,039,480	23,712	92,315

Special Warrant Articles
For the Town of Litchfield, NH

Purpose of Appropriations (RSA 32:3,V)	Warr. Art.#	Appropriations		Actual Expenditures Prior Year	Selectmen's Appropriations		Budget Committee's Appropriations	
		Prior Year As Approved by DRA	25,000		(Recommended)	Ensuing Fiscal Year (Not Recommended)	(Recommended)	Ensuing Fiscal Year (Not Recommended)
Fire Facilities Fund			25,000					
Revaluation	5				105,500		105,500	
Fire Facilities Fund	8			25,000	25,000			25,000
Well Exploration	13				125,000		125,000	
Communication System	14				78,000		78,000	
Conservation Fund	15				10,000		10,000	
SUBTOTAL 2 RECOMMENDED					343,500		318,500	

Individual Warrant Articles

Purpose of Appropriations (RSA 32:3,V)	Warr. Art.#	Appropriations		Actual Expenditures Prior Year	Selectmen's Appropriations		Budget Committee's Appropriations	
		Prior Year As Approved by DRA	25,000		(Recommended)	Ensuing Fiscal Year (Not Recommended)	(Recommended)	Ensuing Fiscal Year (Not Recommended)
Special Detail			25,000					
Albuquerque North	6				300,000		300,000	
Road Maintenance	7				150,000		150,000	
Truck Purchases	9/11				73,541		73,541	
ATV Purchase	10				6,800			6,800
Kennel Fencing	16				4,000			4,000
SUBTOTAL 3 RECOMMENDED					534,341		523,541	

Source of Revenue	Warr. Art.#	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
TAXES				
Timber Taxes		9,500	9,571	5,000
Payment In lieu of Taxes		139,674	514	45,514
Interest & Penalties				
on Delinquent Taxes		29,886	36,444	33,550
Excavation Tax (\$.02 cents per cu yd)	18,466	18,466	20,000	
LICENSES, PERMITS & FEES				
Business Licenses & Permits		54,095	54,237	55,100
Motor Vehicle Permit Fees		1,120,000	1,119,592	1,120,000
Building Permits		40,060	56,457	42,680
Other Licenses, Permits & Fees		58,584	67,313	59,935
FROM FEDERAL GOVERNMENT		46,000	58,219	25,000
FROM STATE				
Shared Revenues		38,538	63,922	63,922
Meals, Room & Tax Distribution		216,743	216,743	216,743
Highway Block Grant		136,110	136,110	150,773
State & Federal Forest Land Reimbursement		494	494	494
Other (Including Railroad Tax)		2,957	4,197	1,950
FROM OTHER GOVERNMENTS			21,510	
CHARGES FOR SERVICES				
Income from Departments		11,482	16,243	13,320
Other Charges		3,345	7,511	7,110
MISCELLANEOUS REVENUES				
Sale of Municipal Property		2,430	2,430	500
Interest on Investments		44,825	47,181	72,000
Other		51,396	55,684	18,000
INTERFUND OPERATING TRANSFERS IN				
From Special Revenue Funds	6/7		4,320	450,000
TOTAL ESTIMATED REVENUE & CREDITS		2,024,585	1,997,158	2,401,591

Budget Summary

	Prior Year	Selectmen's	Budget Committee's
	Adopted Budget	Recommended Budget	Recommended Budget
Subtotal 1 Appropriations Recommended	2,755,011	3,039,480	2,963,559
Subtotal 2 Special Warrant Articles Recommended	25,000	343,500	318,500
Subtotal 3 Individual Warrant Articles Recommended	25,000	534,341	523,541
Total Appropriations Recommended	2,805,011	3,917,321	3,805,600
Less: Amount of Estimated Revenues & Credits	2,024,585	2,401,591	2,401,591
Estimated Amount of Taxes to be Raised	780,426	1,515,730	1,404,009

Maximum allowable increase to Budget Committee's Recommended Budget per RSA 32:18: 380,560

2002 Summary Inventory**Residential And Commercial Valuations:**

Residential Land	\$ 127,600,487	
Commercial Land	16,503,992	
Current Land Use Values	438,314	\$ 144,542,793
Residential Buildings	\$ 250,224,060	
Manufactured Housing	4,071,500	
Commercial Buildings	10,901,700	\$ 265,197,260
Gas Utility - Group B (Subject to State School Rate)	\$ 5,269,600	
Gross Taxable Valuation	\$ 415,009,653	

Less:

Blind Exemptions	\$ 30,000	
Elderly Exemptions	110,000	
Physically Handicapped Exemptions	50,700	\$ 190,700
Net Taxable Valuation		\$ 414,818,953
Gross Property Taxes at Total Rate (24.83)		\$ 10,299,970
Less War Service Exemptions		(28,400)
Property Tax Commitments		\$ 10,271,570

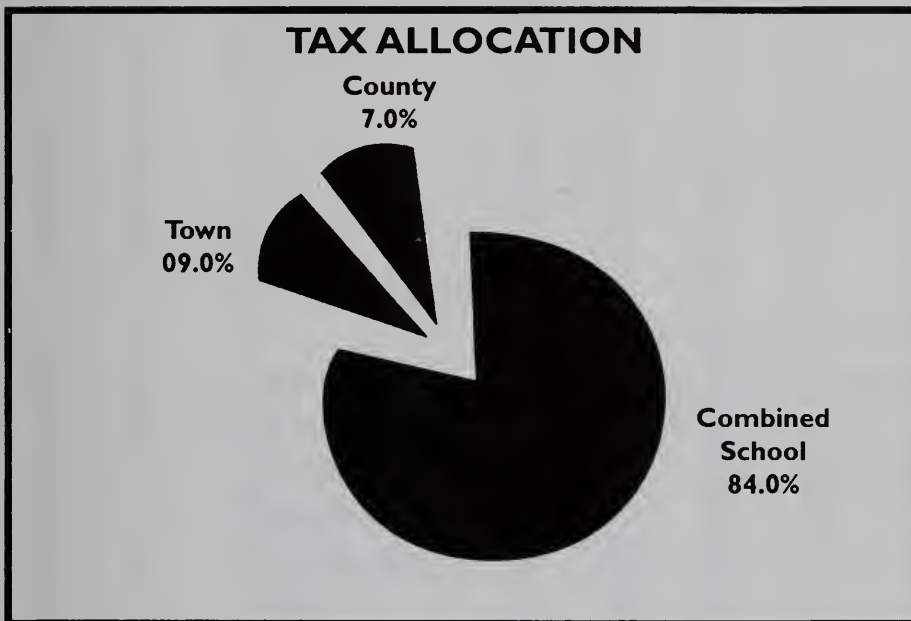
Utility Valuations:

Public Water Utility	\$ 2,031,900	
Gas Utility	12,600	
Electric Utility	3,127,600	
Total Valuations		\$ 5,172,100
Utility Tax Commitment at Modified Rate (19.21)		\$ 99,356
Total Property Tax Commitments		\$ 10,370,926
Total Tax Exempt & Non-Taxable Property		\$ 30,106,913

2002 Tax Rate

School	15.24
Town	2.27
County	<u>1.70</u>
Total	19.21

State School Effort	<u>5.62</u>
Combined Tax Rate	24.83



Property assessed at \$150,000 has a resulting tax bill of \$3,725.00 which represents payment for each of the governmental units:

School	3,129.00
Town	341.00
County	<u>255.00</u>
	3,725.00

Town Clerk's Report
January 1, 2002 through December 31, 2002

Candidate Filing Fees	\$30 00	
Disposal Fees	\$2,524.00	
Dogs		
Licenses		
1,356 Regular	\$9,233.50	
5 Group	\$100.00	
35 Senior	\$72.00	
1 Guide Dog @ N/C	\$0.00	
Duplicate Dog Tags	\$7.00	
Fines & Penalties	\$1,391.00	
Owner Listing	\$25.00	
Dredge & Fill Permits	\$50.00	
Hawkers' & Peddlers' Permits	\$0.00	
Incorporation Filings	\$30.00	
Motor Vehicles		
Registrations		
8,452 Regular	\$1,119,592.00	
1 Military & Veteran @ N/C	\$0.00	
4 Municipal @ N/C	\$0.00	
Duplicates	\$256.00	
Municipal Agent Fees	\$19,520.00	
Titles	\$3,492.00	
Boats	\$22,869.08	
Overpayments	\$0.00	
Photocopies	\$2.50	
Pole Permits	\$30 00	
Postage	\$6,412.37	
Resident Decals	\$50.00	
Returned-Check Fees	\$382.89	
UCCs		
Regular Filings	\$1,965.00	
IRS Direct Deposits	\$75.00	
Releases	\$182.00	
Searches	\$63.00	
Vital Records		
Marriage Licenses	\$1,755.00	
Certified Copies	\$776.00	
Voter Checklist	\$25.00	
Voter Registration Card	\$1.50	
Zoning/Subdivision Manuals	\$175.00	
	\$1,191,086.84	includes \$75.00 direct-deposited
Diane L. Jerry Town Clerk January 16, 2003		

Uncollected, Beginning of Year	2003	2002 Levy	2001 Levy	2000 Levy	1999 Levy
Property	\$0.00	\$0.00	\$293,987.35	\$0.00	\$0.00
Utility	0.00	0.00	0.00	0.00	0.00
Land Use Change	0.00	0.00	0.00	0.00	0.00
Yield	0.00	0.00	9,029.31	0.00	0.00
Excavation Activity	0.00	0.00	0.00	0.00	0.00
In Lieu of Taxes	0.00	0.00	130,592.00	64,059.00	34,139.00
Total Uncollected, beg. of year	0.00	0.00	433,608.66	64,059.00	34,139.00

Committed During 2002

Property					
Authority 2 March 18, 2002 (excavation activity)	0.00	0.00	20,957.00		
Authority 1 May 2002 (prop)	0.00	*4,762,746.00	0.00		
Authority 1 Oct.	0.00	5,508,824.00	0.00		
Authority 2 May (excavation activity)	0.00	0.00	0.00		
Authority 2 Oct.	0.00	0.00	0.00		
Authority 3 May (utilities)	0.00	45,695.00	0.00		
Authority 3 Oct.	0.00	53,661.00	0.00		
Payments in Lieu of Taxes	0.00	139,048.00	0.00		
Yield	0.00	541.40	0.00		
Excavation	0.00	18,465.74	0.00		
Total Warrants	\$0.00	\$10,528,981.14	\$20,957.00		
Post-April 1 Property Removal		*5,678.00			
		\$10,534,659.14			

Properties donated to the Town were removed from tax rolls after the first-issue warrant.
These properties were taxable as of the April 1, 2002 assessment date, and it unbalanced the tax warrant by \$5,678.00

Miscellaneous Receipts

Interest					
Property Tax	0.00	5,231.52	8,650.60		
Yield Tax	0.00	0.00	835.58		
Overpayments collected, refunded in 2002	0.00	65,192.36	59.98		
2003 Prepayments	507.56	0.00	0.00		
Overpayments under \$5.00 (not refunded)	0.00	3.00	0.00		
Returned Check Costs	0.00	44.42	0.00		
Duplicate Tax Bills	0.00	1,038.00	0.00		
Pre-Lien Costs, Levy of '01	0.00	0.00	1,081.80		
Non-Cash, Tax Lien Interest & Costs	0.00	0.00	8,006.03		
Total Miscellaneous	\$507.56	\$71,509.30	\$18,633.99		

TOTAL DEBITS	\$507.56	\$10,606,168.44	\$473,199.65	\$64,059.00	\$34,139.00
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Remitted To Treasurer	2003	2002 Levy	2001, Prior Levy	2000 Levy	1999 Levy
Property, includes ovrpts. (CASH BOOK)		\$10,105,200.53	\$208,623.74		
Property Tax Prepayments	\$507.56	0.00	0.00		
Land Use Change	0.00	0.00	0.00		
Yield	0.00	541.40	9,029.31		
Interest (all categories)	0.00	5,231.52	9,486.18		
Excavation	0.00	18,465.74	0.00		
In Lieu of Taxes	0.00	0.00	0.00		
Duplicate Tax Bills	0.00	1,038.00	0.00		
Returned Check Costs	0.00	44.42	0.00		
Pre-Lien Costs	0.00	0.00	1,081.80		
TOTAL REMITTED	\$507.56	\$10,130,521.61	\$228,221.03	\$0.00	\$0.00
Non-Cash Transactions					
Abatements					
Deeded Properties	0.00	0.00	0.00		
Non-Deeded Properties	0.00	0.00	20,957.00	Adjusted excavation activity	
Converted to Lien	0.00	0.00	85,423.59		
Lien Interest & Costs	0.00	0.00	8,006.03		
TOTAL NON-CASH TRANSACTIONS	\$0.00	\$0.00	\$114,386.62		
Uncollected, Year End					
Property	0.00	336,598.83	0.00	0.00	0.00
Utility	0.00	0.00	0.00	0.00	0.00
In Lieu Of Taxes	0.00	139,048.00	130,592.00	64,059.00	34,139.00
Yield	0.00	0.00	0.00	0.00	0.00
TOTAL UNCOLLECTED	\$0.00	\$475,646.83	\$130,592.00	\$64,059.00	\$34,139.00
TOTAL CREDITS	\$507.00	\$10,606,168.44	\$473,199.65	\$64,059.00	\$34,139.00

A true record of Tax Collector transactions for 2002,
according to the best of my knowledge and beliefs, attest:

Diane L. Jerry
Tax Collector

LIENS

DEBITS

	2002 Lien, '01 Levy	2001 Lien, '00 Levy	2000 Lien, '99 Levy
Unredeemed			
Beginning of Year	\$0.00	\$73,583.90	\$25,327.53
Executed During 2002	93,429.62	0.00	0.00
Interest & Costs Collected	2,984.28	8,988.65	8,672.25
Interest Abated	0.00	0.00	0.00
Interests & Costs Deeded	0.00	0.00	34.68
TOTAL DEBITS	\$96,413.90	\$82,572.55	\$34,034.46

CREDITIS

Remitted To Treasurer			
Redemptions of Principal	\$39,240.10	\$43,958.36	\$24,837.91
Interest & Costs	2,984.28	8,988.65	8,672.25

Non-Cash			
Abatements	0.00	0.00	0.00
Steve Larochele #6135	0.00	0.00	309.44

Deeded			
Marc Beebie, prin.	570.18	551.62	180.18
Marc Beebie, int. costs	0.00	0.00	34.68

Unredeemed	53,619.34	29,073.92	0.00
TOTAL CREDITIS	\$96,413.90	\$82,572.55	\$34,034.46

A true record of Tax Collector activity for the year 2002, attest:

Diane L. Jerry
Tax Collector
January 3, 2003

Town of Litchfield, New Hampshire
2002 Summary Cash Statement

Cash and Investment Balance, December 31, 2001 **3,843,404.12**

Deposits:

Town Clerk	1,191,011.84
Tax Collector	10,487,931.75
Selectmen's Office	698,922.20
Building Department	56,457.00
Interest on Investments	60,455.37
Transfers from Escrows	34,087.89
Transfers from Recreation Commission	43,367.36
Transfers from DARE Fund	4,584.14
Transfers from Impact Fees (Old)	74,628.19
Transfers from Cablevision Grant	4,758.20
Transfers from Conservation	10,420.00
Transfers from Police Detail	16,710.96
Police Vest Reimbursements	2,119.00
NFS Checks - Net	17.00
Other	<u>(345.23)</u>

Total Receipts **12,685,125.67**

Less Selectmen's Orders Paid **(12,387,077.98)**

Cash and Investment Balance., December 31, 2002 **4,141,451.81**

Bank of NH Checking Account	152,495.37
Bank of NH Overnight Repurchase	610,279.96
Bank of NH Municipal Pool Plus	10,562.88
Bank of NH Certificate of Deposit	3,584,738.94
Fleet Municipal MimmalMmda	143,267.62
Citizens Municipal Repurchase	236,102.58
Outstanding Checks	(596,291.04)
Deposits in Transit	<u>295.50</u>

Cash and Investment Balance, December 31, 2002 **4,141,451.81**

Eberhard W. Rau
Treasurer
Town of Litchfield

Town of Litchfield, New Hampshire
Other Town Funds 2002 Statesment of Activity

NAME OF ACCOUNT:	BEGINNING BALANCE	DEPOSITS & INTEREST	WITHDRAWN	ENDING BALANCE
Cablevision Grant	7,355.01	45.48	4,758.20	2,642.29
Civil Defense/Fire Pond Dredge/Ind. Dev	15,571.83	259.49		15,831.32
Crowell Estates - Offsite Improvements	16,712.81	148.88		16,861.69
Cummings Farm Offsite Recreational Fees	179.37	1.68		181.05
Parker Park Footbridge Fund	13,518.15	221.53		13,739.68
Recreation Commission Revolving Fund	17,173.58	29,272.83	38,809.38	7,637.03
Sawmill Brook Recreation Fund	22,394.22	347.48		22,741.70
D A.R.E. Program	5,359.72	7,035.29	4,950.23	7,444.78
Police Special Detail Fund	0.00	27,766.10	27,407.56	358.54
Enviromnental Fund	872.55	15.06		887.61
Town Office Complex-Furniture	3,327.12	67.52		3,394.64
Conservation Fund	63,083.62	908.66	10,000.00	53,992.28
Conservation Education Fund	2,489.63	23.04	420.00	2,092.67
Road Impact Fees	103,106.00	1,628.51		104,734.51
School Impact Fees	81,047.79	541.66	69,679.17	11,910.28
Municipal Impact Fees	10,150.38	160.32		10,310.70
Library Impact Fees	5,368.59	12.01	4,949.02	431.58
Recreational Impact Fees	170.71	2.70		173.41
New-Road Impact Fees	21,482.30	24,891.95		46,374.25
New-Elementary School Impact Fees	109,681.02	48,389.99		158,071.01
New-High School Impact Fees	67,969.16	29,501.34		97,470.50
New-Fire Impact Fees	3,548.37	2,644.55		6,192.92
New-Police Impact Fees	2,231.39	1,663.45		3,894.84
New-Municipal Impact Fees	1,029.38	767.75		1,797.13
New-Library Impact Fees	3,382.09	2,474.90		5,856.99
New-Recreational Impact Fees	<u>30,775.21</u>	<u>22,989.25</u>		<u>53,764.46</u>
 Total	 <u>607,980.00</u>	 <u>201,781.42</u>	 <u>160,973.56</u>	 <u>648,787.86</u>

Eberhard W. Rau
Treasurer
Town of Litchfield

Town of Litchfield, New Hampshire
Escrow Funds 2002 Statement of Activity

NAME OF ACCOUNT:	BEGINNING BALANCE	DEPOSITS & INTEREST	WITHDRAWN	ENDING BALANCE
AES Londonderty, LLC	1,875.10	17.58		1,892.68
AMP Properties, LLC	2,913.27	3,198.16	3,173.39	2,938.04
Ashwood Development (Chase Brook II)	1,496.91	13.35	1,510.26	0.00
Blanchard Building (Taofila Estates)	1,302.94	11.61	1,314.55	0.00
Carcon Company	858.07	8.04		866.11
Charbonneau, Richard	1,359.73	12.48	69.50	1,302.71
Chonghun Yim	5,508.03	51.54		5,559.57
CNC Trust (Mockingbird Lane)	2,783.37	26.09		2,809.46
Continental Paving (Brandy Circle)	1,914.01	17.06	1,931.07	0.00
Continental Paving (Colby Subdivision)	555.77	4.95	560.72	0.00
Continental Paving (Golf Course)	3,783.57	35.46		3,819.03
Continental Paving (Quarry)	5,070.48	457.93	430.50	5,097.91
Continental Paving (Quarry Project)	2,029.79	19.02		2,048.81
Continental Paving (Mini Storage)	3,782.53	35.45		3,817.98
Continental Paving (Subdivision)	760.92	7.13		768.05
Continental Paving	1,895.85	16.90	1,912.75	0.00
Continental Paving	16,058.09	228.97		16,287.06
Cooper Financial	0.00	100.06	3.00	97.06
Crofter's Pub	1,047.68	9.35	1,057.03	0.00
Dion, Ernest (Wren St. West)	1,753.60	15.64	1,769.24	0.00
Ducharme, H. Eugene (Briarwood)	535.88	1.46	537.34	0.00
Etchstone Properties (Pinecrest)	0.00	9,700.80	5,935.92	3,764.88
Etchstone Properties (Cutler)	0.00	6,799.78	123.00	6,676.78
Empire Homes	4,059.12	7,021.91	6,986.46	4,094.57
Grace Free Presbyterian Church	2,093.03	18.66	2,111.69	0.00
Hale, Candace	0.00	753.03	753.03	0.00
Hawkview Associates (Larchmont Phase II)	1,116.37	9.96	1,126.33	0.00
Hawkview Associates (Larchmont Phase I)	1,749.08	16.40		1,765.48
H.J. Stabile & Son (Forest Hills III)	3,785.46	33.75	3,819.21	0.00
H.J. Stabile & Son (Forest Hills IV)	1,558.45	14.34	69.50	1,503.29
Homes By Paradise (Larchmont Phase II)	3,344.09	29.81	3,373.90	0.00
Homes By Paradise (Larchmont)	1,775.13	1,180.00	1,243.47	1,711.66
Homes By Paradise (Rookery Way)	0.00	2,757.03	1,816.88	940.15
Larchmont IV (Road Offsite)	16,081.46	655.10		16,736.56
Leary, Florence (Excavation Fund)	2,826.72	26.50		2,853.22
Leary, Florence (Restoration Bond)	13,229.32	123.81		13,353.13
McElwain, William	537.90	4.79	542.69	0.00
Manoukian, Vahrij	426.19	3.80	429.99	0.00
ML-96 Investments, Inc.	1,937.14	18.16		1,955.30
Nakomo Drive Drainage Offsite	3,267.56	30.63		3,298.19
Nesenkeag, Inc. (Chase Estates)	1,628.23	14.52	1,642.75	0.00
Optimum Bldg System	231.20	2.06	233.26	0.00
R.J. Moreau Companies (Miller)	2,767.50	25.94		2,793.44
R.J. Moreau Companies (Augusta)	2,730.07	11,101.84	10,373.85	3,458.06
R.J. Moreau Companies (Brookview)	497.85	3,559.81	2,962.36	1,095.30
Sawmill Brook Development Corp	6,145.24	471.51	69.50	6,547.25
Sawmill Brook Development (Crowell Est)	3,209.64	28.61	3,238.25	0.00
St. Francis of Assisi (Site Plan)	2,465.35	23.11		2,488.46
St. Francis of Assisi (Subdivision)	1,308.34	11.67	1,320.01	0.00
Tabernacle Baptist Church	80.22	0.63	80.85	0.00
West, Alida (Old English Estates)	0.00	9,083.84	6,316.45	2,767.39
Yun Chan Han	921.46	8.64		930.10
Total	<u>137,057.71</u>	<u>57,818.67</u>	<u>68,838.70</u>	<u>126,037.68</u>

Eberhard W. Rau

Treasurer

Town of Litchfield

Financial Report
January 1, 2002 to December 31, 2002

REVENUES - Modified Accrual

	Amount
Revenues from Taxes (including state education)	
Property Taxes	10,363,407.00
State and local taxes assessed for school districts	8,731,912.00
Timber Taxes	2,883.00
Payments in lieu of taxes	39,728.00
Interest and penalties on delinquent taxes	45,002.00
Excavation Tax (@\$.02 per cu.yd.)	18,466.00
Total	10,469,486.00
Revenue from licenses, Permits, and fees	
Business licenses and permits	54,312.00
Motor vehicle permit fees	1,138,850.00
Building permits	56,457.00
Other licenses, permits, and fees	38,599.00
Revenue from the federal government	
Other federal grants and reimbursements:	
Resource Officer Grant	\$57,583.00
Bulletproof vest grant	\$2,119.00
Highway safety grant	\$215.00
Total	59,917.00
Revenue from the State of New Hampshire	
Shared revenue block grant	63,922.00
Meals and rooms distribution	216,743.00
Highway block grant	136,110.00
State and federal forest land reimbursement	494.00
Other state grants and reimbursements:	
Disaster assistance	\$2,242.00
Emergency management grant	\$1,347.00
Gas refund	\$393.00
Total	421,251.00
Revenue from other governments	
Intergovernmental revenue - Other	20,280.00
Revenue from charges for services	
Income from departments	28,084.00
Other Charges - recycling fees	7,511.00
Total	35,595.00
Revenue from miscellaneous sources	
Sale of municipal property	16,909.00
Interest on investments	60,012.00
Fines and forfeits	3,157.00
Insurance dividends and reimbursements	9,195.00
Other miscellaneous sources not otherwise classified	386.00
Total	89,659.00
Other financial sources	
Other long-term financial sources	125,689.00
Total	125,689.00
TOTAL REVENUES FROM ALL SOURCES	12,510,095.00
TOTAL FUND EQUITY (Beginning of year)	1,171,360.00
TOTAL	13,681,455.00

Financial Report
January 1, 2002 to December 31, 2002 cont.

EXPENDITURES-Modified Accrual

	Current Operation	Equip. & Land purch.	Construction
General Government			
Executive	93,532.00		
Election & Registration	71,197.00		
Financial administration	184,932.00		
Legal expense	80,425.00		
Personnel administration	120,796.00		
Planning and zoning	44,910.00		
General government building	30,533.00		
Cemeteries	814.00		
Insurance not otherwise allocated	40,622.00		
Other general government	2,600.00		
Total	670,361.00		
Public Safety			
Police	754,776.00		
Ambulance	26,330.00		
Fire	410,797.00	73,954.00	
Building inspection	67,997.00		
Emergency management	5,000.00		
Total	1,264,900.00	73,954.00	
Highways and Streets			
Administration	27,186.00		
Highways and streets	410,624.00	51,735.00	
Street lighting	8,913.00		
Total	446,723.00	51,735.00	
Sanitation			
Administration	51,618.00		
Solid waste disposal	254,716.00		
Total	306,334.00		
Health			
Administration	1,952.00		
Pest Control	14,416.00		
Health Agencies and hospitals	7,300.00		
Total	23,668.00		
Welfare			
Direct Assistance	14,603.00		
Total	14,603.00		
Culture and recreation			
Parks and recreation	55,050.00		
Library	130,739.00	130,739.00	
Patriotic purposes	553.00		
Other culture and recreation	16,925.00		
Total	203,267.00	130,739.00	
Conservation			
Other conservation	3,613.00		
Total	3,613.00		

Summary of Revenues for All Other Funds
January 1, 2002 to December 31, 2002

Interfund operating transfers out

Transfers to special revenue funds	97,314.00
Transfers to proprietary funds	25,000.00
Total	122,314.00

Payments to other governments

Taxes assessed for county	720,116.00
Local education taxes assessed	8,731,912.00
Total	9,452,028.00

TOTAL EXPENDITURES	12,507,811.00	125,689.00	130,739.00
TOTAL FUND EQUITY (End of year)	1,173,644.00		
TOTAL	13,681,455.00		

REVENUE AND OTHER FINANCING SOURCES

	Capital Projects	Special Revenue	Internal Enterprise Service
Parks and recreation		27,987.00	
Revenue from miscellaneous Sources			
Interest on investments		1,644.00	
Other miscellaneous sources		3,276.00	
Interfund operating transfer in		108,255.00	
TOTAL REVENUS AND OTHER SOURCES		141,162.00	

EXPENDITURES (BY FUNCTIONS)

Culture and recreation	136,330.00
Capital outlay	19,141.00
TOTAL EXPENDITURES	155,471.00

Balance Sheet for Summary of All Other Funds
as of December 31, 2002

ASSETS

	Capital Projects	Special Revenue	Internal Enterprise Service
Current Assets		90,330.00	
Investments		13,246.00	
Total Assets		103,576.00	

Liabilities

Due to other funds	482.00
Total Liabilities	482.00

Fund Equity/Capital

Unreserved fund balance	103,094.00
Total Fund Equity	103,094.00

TOTAL LIABILITIES AND FUND EQUITY	103,576.00
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Balance Sheet for Summary of All Other Funds
as of December 31, 2002 cont.

SALARIES AND WAGES

Total Wages Paid
1,250,460

**CASH AND INVESTMENTS
HELD AT END OF FISCAL YEAR**

**Amount at end
of fiscal year**

**ALL OTHER FUNDS EXCEPT
EMPLOYEE RETIREMENT FUNDS**

5,272,301.00

General Fund Balance Sheet
as of December 31, 2002

ASSETS

	Beginning of Year	End of Year
Current Assets		
Cash and equivalents	2,122,324.00	549,845.00
Investments	1,727,875.00	3,598,516.00
Taxes receivable (see worksheet)	297,806.00	372,828.00
Tax liens receivable (see worksheet)	98,912.00	78,844.00
Accounts receivable	19,960.00	8,145.00
Due from other governmetns	11,711.00	11,965.00
Due from other funds	12,295.00	1,582.00
Total Assets	4,290,883.00	4,621,725.00
Liabilities and Fund Equity		
Warrants and accounts payable	81,285.00	97,201.00
Contracts payable	2,000.00	
Due to school districts	3,032,400.00	3,346,466.00
Deferred revenue	3,838.00	4,414.00
Total Liabilities	3,119,523.00	3,448,081.00
Fund Equity		
Reserve for encumbrances (see worksheet)	146,218.00	7,000.00
Reserve for continuing appropriations (see worksheet)	412,458.00	515,618.00
Unreserved fund balance	612,684.00	651,026.00
Total Fund Equity	1,171,360.00	1,173,644.00
TOTAL LIABILITIES AND FUND EQUITY	4,290,883.00	4,621,725.00

Long Term Debt of Groups
as of December 31, 2002

	Beginning of year		End of Year	
	Debit	Credit	Debit	Credit
Amount to be provided for the retirement of long-term debt	183,132.00		242,835.00	
Other long-term liabilities		183,132.00		242,835.00
Total	183,132.00	183,132.00	242,835.00	242,835.00

RECONCILIATION OF SCHOOL DISTRICT LIABILITY

	AMOUNT
School district assessment at beginning of year	3,032,400.00
ADD: School district assessment for current year	8,731,912.00
TOTAL LIABILITY WITHIN DURRENT YEAR	11,764,312.00
SUBTRACT: Payments made to school district	8,417,846.00
School district liability at end of year	3,346,466.00

ALLOWANCE FOR ABATEMENTS WORKSHEET

	Current Year	Prior Year	TOTAL
Overlay/Allowance for Abatements (beginning of year)	164,298.00	234,000.00	398,298.00
SUBTRACT: Abatements made (from tax collector's report)	(0)	(1,646.00)	(1,646.00)
SUBTRACT: Refunds (cash abatements)	(11,551.00)	(0)	(11,551.00)

ESTIMATED ALLOWANCE FOR ABATEMENTS AT END OF YEAR

	(105,061.00)	(232,739.00)	(337,800.00)
Excess of Estimate	47,686.00	(385.00)	47,301.00

TAXES/LIENS RECEIVABLE WORKSHEET

Uncollected, end of year	706,779.00	82,693.00	789,472.00
Overlay	(333,951.00)	(3,849.00)	(337,800.00)
Receivable, end of year	372,828.00	78,844.00	451,672.00

RESERVE WORKSHEET

Reserve for encumbrances:

General government	7,000.00
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Other long-term liabilities consist of the following:

Capital leases payable	242,835.00
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Reserve for continuing appropriations:

Highway block grant	505,152.00
Errosion control	7,000.00
Pinecrest offsite	2,496.00
Fire pond dredging	970.00
Emergency management	511.00
Subtotal	516,129.00

Less: revenues not susceptible to accrual	(511.00)
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TOTAL

515,618.00

Comparative Statement of Appropriations and Expenditures
Fiscal Year Ending December 31, 2002

Account	Appropriations	Expended	Unexpended Balances	Deficits
Executive	13,815.00	13,682.44	132.56	
Administration	64,077.00	63,316.23	760.77	
Town Meeting	17,520.00	16,533.12	986.88	
Town Clerk's Office	69,105.00	69,898.92		793.92
Voter Registration	922.00	1,013.06		91.06
Accounting and Auditing	119,934.00	119,771.87	162.13	
Tax Collector's Office	60,551.00	59,818.39	732.61	
Treasury	6,488.00	6,391.43	96.57	
Budget Committee	287.00	63.34	223.66	
Legal Expenses	88,000.00	80,425.34	7,574.66	
Personnel Administration	125,300.00	123,486.07	1,813.93	
Planning Board	45,717.00	43,395.54	2,321.46	
Zoning Board of Adjustment	2,039.00	1,513.86	525.14	
General Government Buildings	34,165.00	30,495.97	3,669.03	
Cemeteries	1,000.00	814.17	185.83	
Insurance	46,783.00	40,622.00	6,161.00	
Contingency	22,800.00		22,800.00	
Police Department	783,872.00	757,227.11	26,644.89	
Animal Control	14,709.00	14,415.49	293.51	
Ambulance	15,500.00	26,330.45		10,830.45
Fire Department	338,924.00	334,478.97	4,445.03	
Emergency Management	5,500.00	5,000.00	500.00	
Code Enforcement	66,890.00	67,072.97		182.97
Highway Administration	14,869.00	18,713.85		3,844.85
Highways and Streets	322,341.00	338,171.71		15,830.71
Street Lighting	12,950.00	8,912.91	4,037.09	
Sanitation	282,318.00	306,913.97		24,595.97
Health Administration	3,198.00	1,952.14	1,245.86	
Health Agencies	7,300.00	7,300.00		
Vendor Payments - Welfare	10,000.00	14,603.30		4,603.30
Parks and Recreation	57,064.00	55,049.82	2,014.18	
Library	94,187.00	94,187.00		
Patriotic Purposes	580.00	553.43	26.57	
Cable Advisory Committee	2,160.00	1,360.34	799.66	
Conservation	4,145.00	3,701.76	443.24	
Interest Tax Anticipation Loans	1.00		1.00	
Fire Facility Capital Fund	25,000.00	25,000.00		
Special Detail Fund Set-Up	25,000.00	25,000.00		
Totals	2,805,011.00	2,777,186.97	88,597.26 60,773.23	60,773.23
Net Surplus of Appropriation			27,824.03	

**Comparative Statement of Appropriations
and Expenditures cont.**

EXECUTIVE

APPROPRIATION

13,815.00

Selectmen's Salaries	7,672.00
Selectmen's Expenses	895.00
Public Notices & Ads	372.50
Recording Fees	73.08
Printing	146.32
Dues and Subscriptions	4,438.86
Postage	84.68

EXPENDED

13,682.44

UNEXPENDED

132.56

ADMINISTRATION

APPROPRIATION

64,077.00

Adm. Assistant's Salary	57,519.28
Health Insurance	4,777.86
Dental Insurance	334.80
Short-Term Disability Ins.	288.90
Dues & Subscriptions	45.00
Mileage and Tolls	265.39
Seminars	85.00

EXPENDED

63,316.23

UNEXPENDED

760.77

TOWN MEETING

APPROPRIATION

17,520.00

Ballot Clerks Wages	1,510.95
Election Workers Wages	401.20
Moderator Wages	811.06
Public Notices and Ads	300.00
Optech Programming Support	2,490.81
Equipment Maintenance Contract	150.00
Printing	975.00
Annual Town Report	8,650.00
Ballots	1,244.10

EXPENDED

16,533.12

UNEXPENDED

986.88

TOWN CLERK'S OFFICE

APPROPRIATION

69,105.00

Town Clerk's Salary	21,968.84
Deputy Town Clerk Wages	14,563.56
Clerk Wages	8,620.02
Deputy Town Clerk O.T. Wages	551.90
Clerk Overtime Wages	228.65
Health Insurance	4,662.78

Comparative Statement of Appropriations
and Expenditures cont.

Dental Insurance	433.68	
Short-Term Disability Insurance	261.18	
Public Notices and Ads	20.00	
Telephone	723.92	
Software Support Services	3,305.00	
Microfilming and Binding	805.00	
Equipment Maintenance Contract	1,304.44	
Dues and Subscriptions	20.00	
Office Supplies	1,050.96	
Dog Tags and License Forms	654.16	
Postage	3,883.76	
Copier Charges	2.08	
Equipment Purchases	5,629.50	
Mileage and Tolls	781.49	
Seminars and Conventions	428.00	
EXPENDED		69,898.92
DEFICIT		(793.92)

VOTER REGISTRATION

APPROPRIATION		922.00
Checklist Supervisors Salaries	792.00	
Office Supplies	221.06	
EXPENDED		1,013.06
DEFICIT		(91.06)

ACCOUNTING AND AUDITING

APPROPRIATION		119,934.00
Sec/Bookkeeping Staff Wages	61,482.14	
Sec/Bookkeeping Staff Overtime Wages	1,233.01	
Health Insurance	12,144.30	
Dental Insurance	867.42	
Short-Term Disability Insurance	489.48	
Tax Map Update	3000.00	
Telephone	777.45	
Software Support Service	1,569.62	
Payroll Service	5,555.70	
Equipment Maintenance Contract	2,978.30	
Printing	743.54	
Dues and Subscriptions	379.44	
Office Supplies	2,029.53	
Postage & Envelopes	319.46	
Equipment Repair and Maintenance	253.70	
Audit Services	8,045.38	
Assessing	17,903.40	
EXPENDED		119,771.87
UNEXPENDED		162.13

TAX COLLECTOR'S OFFICE**APPROPRIATION****60,551.00**

Tax Collector Salary	21,968.84
Deputy Tax Collector Wages	14,563.56
Clerk Wages	8,620.15
Deputy Tax Collector Overtime Wages	551.89
Clerk Overtime Wages	228.66
Health Insurance	4,662.78
Dental Insurance	433.74
Short-Term Disability Insurance	261.12
Property Title Research	658.37
Public Notices and Ads	15.00
Recording Fees	426.64
Telephone	747.57
Software Support Services	450.00
Equipment Maintenance Contract	911.56
Printing	715.00
Dues & Subscriptions	20.00
Office Supplies	814.60
Postage & Envelopes	2,490.86
Equipment Repairs & Maintenance	16.67
Copier Charges	3.00
Mileage and Tolls	828.38
Seminars & Conventions	430.00

EXPENDED**59,818.39****UNEXPENDED****732.61****TREASURY****APPROPRIATION****6,488.00**

Treasurer Salary	5,212.00
Town Trustees Salaries	236.46
Safety Deposit Box Rental	85.00
Dues & Subscriptions	25.00
Office Supplies	18.50
Postage and Envelopes	814.47

EXPENDED**6,391.43****UNEXPENDED****96.57****BUDGET COMMITTEE****APPROPRIATION****287.00**

Public Notices and Ads	31.50
Copier Charges	31.84

EXPENDED**63.64****UNEXPENDED****223.66**

Comparative Statement of Appropriations
and Expenditures cont.

LEGAL EXPENSES

APPROPRIATION		88,000.00
Retainer Fees	28,756.25	
Litigation Fees	50,849.24	
Collective Bargaining	819.85	
EXPENDED		80,425.34
UNEXPENDED		7,574.66

PERSONNEL ADMINISTRATION

APPROPRIATION		125,300.00
Social Security (FICA) Taxes	46,456.19	
Medicare Taxes	17,248.75	
Employee Retirement Contributions	13,193.37	
Firefighter Retirement Contributions	5,969.30	
Police Retirement Contributions	21,560.33	
Unemployment Taxes	142.13	
Worker Compensation Insurance	18,916.00	
EXPENDED		123,486.07
UNEXPENDED		1,813.93

PLANNING BOARD

APPROPRIATION		45,717.00
Administrative Assistant Wages	10,927.50	
Office Reorganization Wages	160.00	
Public Notices and Ads	1,186.91	
Recording Fees	3.39	
Telephone	607.15	
Secretarial/Steno Services	3,648.75	
NRPC Planner	19,660.00	
Printing	801.67	
NRPC Dues	4,322.00	
Office Supplies	191.81	
Postage & Envelopes	97.61	
Copier Charges	55.30	
Furniture/Fixture Purchases	1,649.00	
Mileage and Tolls	84.45	
Seminars & Conventions		
EXPENDED		43,395.54
UNEXPENDED		2,321.46

ZONING BOARD OF ADJUSTMENT

APPROPRIATION		2,039.00
Secretary-Clerk Wages	366.94	
Public Notices and Ads	324.75	
Secretarial Services	277.50	
Office Supplies	56.00	

ZONING BOARD OF ADJUSTMENT cont.

Postage & Envelopes	395.55	
Copier Charges	3.12	
Seminars	90.00	
EXPENDED		1,513.86
UNEXPENDED		525.14

GENERAL GOVERNMENT BUILDINGS

APPROPRIATION		34,165.00
Custodian Wages	5,500.62	
Town Hall/Darrah Pay Phones	1,665.35	
Town Hall/PD Electricity	8,386.58	
Propane Gas - TH/PS	3,486.88	
Water Charges - TH/PS	1,286.94	
TH/PS HVAC Maintenance Contract	1,111.00	
Water System Maintenance	345.00	
Carpet Cleaning	300.00	
TH/PS Alarm Maintenance Contract	420.00	
Trash Container Services	980.57	
Building Maintenance & Repairs	1,950.78	
Equipment Repairs & Maintenance	89.83	
Custodial Maintenance Supplies	1,219.42	
Septic Tank Cleaning	275.00	
Lawn Maintenance	2,230.00	
Equipment Purchases	1,248.00	
EXPENDED		30,495.97
UNEXPENDED		3,669.03

CEMETERIES

APPROPRIATION		1,000.00
Pinecrest Cemetery	400.00	
Center Cemetery	14.17	
Hillcrest Cemetery	400.00	
EXPENDED		814.17
UNEXPENDED		185.83

INSURANCE

APPROPRIATION		46,783.00
Boiler & Machinery	1,000.00	
Auto	15,437.00	
General Liability	10,772.00	
Public Officials Liability	9,200.00	
Surety Bonds	1,213.00	
Umbrella	3,000.00	
EXPENDED		40,622.00
UNEXPENDED		6,161.00

Comparative Statement of Appropriations
and Expenditures cont.

OTHER GENERAL GOVERNMENT (CONTINGENCY)

APPROPRIATION **25,000.00**

Transfer to Library Wage Accounts 1,000.00

Transfer to Town Clerk Equip. Account 1,200.00

EXPENDED **2,200.00**

UNEXPENDED **22,800.00**

POLICE DEPARTMENT

APPROPRIATION **783,872.00**

ADMINISTRATION:

Police Chief Salary 66,734.06

Lieutenant Wages 101,820.56

Lieutenant Overtime 9,617.49

Uniform Allowance 1,200.00

Health Insurance 15,974.16

Dental Insurance 1,489.14

Short-Term Disability 866.70

Uniforms and Accessories 592.89

Telephone 9,182.88

Pre-Employment Physicals Testing 1,165.75

Equipment Maintenance Contract 501.34

Dues & Subscriptions 1,434.47

Community Relations 554.01

Office Supplies 1,860.56

Postage 558.50

Seminars & Conventions 980.00 **214,532.51**

CRIME CONTROL AND INVESTIGATION:

Photo Laboratory Services 83.99

Equipment Maintenance Contract 5,230.00

Film and Photo Supplies 199.05

Minor Tools and Supplies 1,353.70

Equipment Purchases 887.98 **7,754.72**

TRAFFIC CONTROL:

Master Patrolman Wages 93,399.12

Full Time Officers Wages 93,786.07

Part Time Officers Wages 34,537.82

Master Patrolman Overtime Wages 13,706.04

FT Police Officers Overtime 20,370.38

Part Time Officers Training Wages 126.75

Uniform Allowance 3,012.50

Health Insurance 33,806.54

Dental Insurance 3,478.01

Short-Term Disability 1,425.46

Life Insurance 209.25

POLICE DEPARTMENT cont.**TRAFFIC CONTROL:**

Uniforms & Accessories	7,615.55	
Radar Certification	70.00	
Vehicle Fuel	8,496.22	
Vehicle Repairs and Maintenance	6,778.62	
Tire Purchases	1,396.06	
Radio Installation & Repair	375.70	
Cruiser Purchases	31,017.21	353,607.30

TRAINING:

Ammunition Purchases	2,167.00	2,167.00
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SUPPORT SERVICES:

FT Secretary/Dispatchers Wages	64,744.64	
PT Secretary/Dispatchers Wages	12,763.01	
Secretary/ Dispatchers Overtime	326.76	
Uniform Allowance	750.00	
Health Insurance	11,748.96	
Dental Insurance	1,065.24	
Short-Term Disability Ins.	522.06	
Life Insurance	40.50	
Uniforms & Accessories	730.40	
Emergency Response Team Fees	4,010.00	
Dispatch Service Contract	13,337.22	
Internet Maintenance Contract	145.81	
Equipment Purchases Rentals	10,052.96	
Printing	693.00	
Equipment Repair and Maintenance	59.00	120,989.56

SPECIAL DETAILS:

FT Officers Special Details	135.00	
PT Officers Special Details	378.00	513.00

POLICE GRANTS:

Resource Officer Wages	34,930.48	
Uniform Allowance	400.00	
Health Insurance	3,671.64	
Dental Insurance	334.80	
Short-Term Disability Ins.	279.30	
Life Insurance	16.20	39,632.42

Digital Line Recorder - Warrant Article	18,030.60	18,030.60
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EXPENDED**757,227.11****UNEXPENDED****26,644.89**

**Comparative Statement of Appropriations
and Expenditures cont.**

ANIMAL CONTROL

APPROPRIATION		14,709.00
Animal Control Officer Wages	8,681.51	
Mileage Allowance	1,560.00	
Uniform & Accessories	146.97	
Public Notices and Ads	80.00	
Telephone	368.70	
Veterinarian Services	12.00	
Adoption/Euthanasia	90.00	
Electricity	1,883.69	
Dues and Licenses	50.00	
Office Supplies	34.57	
Building Repairs and Maintenance	475.00	
Equipment Repair and Maintenance	46.56	
Custodial Maintenance Supplies	223.07	
Food and Accessories	26.81	
Minor Tools and Supplies	49.23	
Equipment Purchases	307.44	
Furniture Fixture Purchases	29.94	
Seminars	350.90	
EXPENDED		14,415.49
UNEXPENDED		293.51

AMBULANCE

APPROPRIATION	15,500.00
EXPENDED	26,330.45
DEFICIT	(10,830.45)

FIRE DEPARTMENT

APPROPRIATION		338,924.00
ADMINISTRATION:		
Fire Chief Salary	1,592.00	
Uniforms & Accessories	450.00	
Telephone	6,285.69	
Dues & Subscriptions	310.92	
Office Supplies	323.56	
Postage & Envelopes	12.55	
Copier Lease	420.00	
Chiefs Vehicle Lease	7,868.19	
Mileage and Tolls	55.20	
Seminars & Conventions	1,347.05	18,665.16
FIREFIGHTING:		
Full Time Firefighter Wages	72,550.11	
Call Firefighter Wages	38,834.24	
Coverage for FT Firefighters	3,518.30	

FIRE DEPARTMENT cont.**FIREFIGHTING cont:**

Full Time Firefighter Overtime	18,115.64	
Health Insurance	10,937.15	
Dental Insurance	1,264.10	
Short-Term Disability Ins.	398.76	
Uniforms and Accessories	560.48	
Foam & Extinguisher Supplies	2,219.85	
Vehicle Fuel	750.64	
Diesel Fuel	2,765.30	
Provisions	86.82	
Minor Tools and Supplies	292.62	
Equipment Purchases	24,572.64	
Fire Tanker/Truck Lease Purchase	62,538.06	239,404.71

FIRE PREVENTION:

Community Relations	870.68	870.68
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TRAINING:

Training Charges	3,177.00	
Mileage and Tolls	742.14	3,919.14

COMMUNICATIONS:

Dispatch Service Contract	2,500.00	
Radio Installation & Repairs	1,604.94	4,104.94

REPAIR SERVICES:

Equipment Repairs & Maintenance	1,752.89	
Vehicle Repairs & Maintenance	25,104.93	
Tire Purchases	3,267.06	
Minor Tools and Supplies	175.98	30,300.86

MEDICAL SERVICES:

Oxygen Tank Refills	201.00	
Medical Supplies	993.56	1,194.56

FIRE STATION:

Electricity	3,487.23	
Heating Oil	2,034.15	
Repairs to Station	2,509.65	
Custodial Maintenance Supplies	734.44	8,765.47

Breathing Apparatus Lease -Warrant Art.	27,253.45	27,253.45
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EXPENDED**334,478.97****UNEXPENDED****4,445.03**

Comparative Statement of Appropriations
and Expenditures cont.

EMERGENCY MANAGEMENT

APPROPRIATION		5,500.00
Hazardous Material District Assessment	5,000.00	
EXPENDED		5,000.00
UNEXPENDED		500.00

CODE ENFORCEMENT

APPROPRIATION		66,890.00
Code Enforcement Salary	54,656.08	
Temporary Inspector Wages	4,200.00	
Dental Insurance	532.62	
Short-Term Disability Ins	288.90	
Telephone	2,070.01	
Printing	737.32	
Dues, Licenses & Subscriptions	670.00	
Office Supplies	13.98	
Film and Photo Supplies	52.38	
Postage	10.80	
Vehicle Fuel	872.38	
Vehicle Repairs & Maintenance	789.98	
Radio Installation and Repairs	470.00	
Code Materials	229.78	
Copier Charges	19.32	
Furniture/Fixture Purchases	859.42	
Seminars & Conventions	600.00	
EXPENDED		67,072.97
DEFICIT		(182.97)

HIGHWAY ADMINISTRATION

APPROPRIATION		
ADMINISTRATION:		14,869.00
Road Agent Salary	422.50	
Public Notices and Ads	633.25	
Telephone	1,533.16	
Communication Equipment Maintenance	786.90	
Printing	317.36	
Dues & Subscriptions	186.81	
Office Supplies	205.50	
Postage and Envelopes	35.85	
Copier Charges	11.95	
Mileage and Tolls	204.59	
Seminars	115.00	4,452.87

HIGHWAY ADMINISTRATION cont.**ENGINEERING:**

Consulting Engineer Services	13,960.98	
Drawings and Blueprints	300.00	14,260.98
EXPENDED		18,713.85
DEFICIT		(3,844 85)

HIGHWAYS AND STREETS**APPROPRIATION****322,341.00****ROAD MAINTENANCE:**

Workmen Wages	26,244.63	
Workmen Overtime	1,039.27	
Health Insurance	462.96	
Uniforms and Accessories	923.52	
Electricity	1,042.20	
Propane Gas - Garage Heat	2,625.36	
Equipment Rental Charges	1,990.00	
Equipment Hire	116,267.50	
Road Sweeping	5,840.00	
Road & Shoulder Maint./Improvements	5,745.00	
State Work Release Program	654.00	
Road Maintenance/Improvement	23,837.00	
Equipment Repair and Maintenance	9,068.87	
Vehicle Fuel	2,438.49	
Roadside Mowing	5,480.00	
Vehicle Repairs and Maintenance	3,520.26	
Tire Purchases	250.00	
Gravel Purchases	346.85	
Asphalt and Cold Patch	4,852.00	
Signs, Posts and Accessories	3,554.73	
Minor Tools and Supplies	824.45	
Safety Equipment Purchases	163.42	
Equipment Purchases/Clean-Maint.	1,850.00	219,020.51

STORM DRAINS:

Catch Basin Clean Outs	10,520.00	
Catch Basin Replacements	9,357.38	19,877.38

SNOW PLOWING/REMOVAL:

Building Repairs and Maintenance	315.85	
Plow and Spreader Repairs	7,195.58	
Salt Purchases	86,381.83	
Sand Purchases	5,380.56	99,273.82
EXPENDED		338,171.71
DEFICIT		(15,830.71)

Comparative Statement of Appropriations
and Expenditures cont.

STREET LIGHTING

APPROPRIATION		12,950.00
Monthly Fees & Installation	8,912.91	
EXPENDED		4,037.09
UNEXPENDED		8,912.91

SANITATION

APPROPRIATION		282,318.00
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ADMINISTRATION:

Facility Manager Wages	31,382.98	
Assistant Manager Wages	15,688.88	
Facility Manager Overtime	288.53	
Assistant Manager Overtime	356.49	
Dental Insurance	930.66	
Uniforms and Accessories	498.36	
Public Notices and Ads	264.75	
Telephone	581.59	
Dues - Northeast Resource Recovery	500.00	
Operations License Fees	1,097.25	
Copier Charges	5.90	
Mileage & Tolls	22.89	51,618.28

SOLID WASTE DISPOSAL:

Bulldozing, Gravel & Fill	1,710.00	
Demolition Material & Tire Disposal	105,983.61	107,693.61

INCINERATION:

Incinerator Operators/Laborer Wages	37,793.02	
Laborers Overtime	300.38	
Uniforms/Incineration	1,066.50	
Pest Control Services	720.00	
Electricity - Incinerator	9,520.72	
Equipment Rental	13,260.00	
Building Repairs and Maintenance	1,743.96	
Equipment Repairs & Maintenance	12,546.95	
Gas and Oil	354.96	
Diesel Fuel	1,126.95	
Incinerator Fuel Oil	34,065.79	
Septic Tank Cleaning	150.00	
Ash Disposal Expenses	8,748.25	
Signs Posts/Accessories	188.50	
Minor Tools & Supplies	1,931.42	
Skid Loader Lease	4,471.19	127,988.59

SANITATION cont:**RECYCLING:**

Propane Gas - Bldg. Heat	498.48	
Building Maintenance and Repair	132.79	
Equipment Maintenance	117.35	
Recyclables-Disposal Fees	8,065.87	
Facility Improvements	7,649.00	16,463.49

HAZARDOUS WASTE:

Residential Material Disposal	3,150.00	
Equipment Purchases		3,150.00

EXPENDED**306,913.97****DEFICIT****(24,595.97)****HEALTH ADMINISTRATION****APPROPRIATION****3,198.00**

Health Officer Salary	1,003.75
Telephone	492.91
Water Analysis	436.00
Vehicle Fuel	19.00
Copier Charges	0.48

EXPENDED**1,952.14****UNEXPENDED****1,245.86****HEALTH AGENCIES****APPROPRIATION****7,300.00**

Big Brothers/Big Sisters	200.00
Visiting Nurses Association	5,500.00
St. Joseph's Community Serviecs	325.00
Rape & Assault Support Services	75.00
Nashua Community Council	1,200.00

EXPENDED**7,300.00****VENDOR PAYMENTS - WELFARE****APPROPRIATION****10,000.00**

Medical	11.78
Utilities	944.23
Heating Oil/Propane Gas	293.31
Groceries, Household Items	153.16
Housing	13,190.82
Transportaion	10.00

EXPENDED**14,603.30****DEFICIT****(4,603.30)**

Comparative Statement of Appropriations
and Expenditures cont.

PARKS & RECREATION

APPROPRIATION **57,064.00**

ADMINISTRATION AND PROGRAMS:

Telephone	604.63	
Dues & Subscriptions	120.98	
Office Supplies	719.04	
Copier Charges	500.00	
New Program Expenses	2,298.00	4,242.65

MAINTENANCE OF PARKS:

Groundskeeper Wages	2,477.52	
Electricity - Sprinkler System	607.00	
Chemical Toilet Rental	1,146.93	
Gas and Oil	39.64	
Mowing	6,770.00	
Field Maintenance/Trash Removal	10,793.88	
Minor Tools & Supplies	66.98	
Equipment Purchases	350.00	22,251.95

MAINTENANCE OF FACILITIES:

Custodian Wages	4,660.67	
Electricity - Talent Hall	3,979.32	
Propane Gas - Talent Hall	3,442.92	
Water Charges	551.00	
Security Monitoring System Contract	253.56	
Trash Container Services	1,384.39	
Building Repairs & Maintenance	12,112.53	
Equipment Repairs & Maintenance	200.14	
Skate Board Park Repairs & Maintenance	590.00	
Custodial Maintenance Supplies	233.69	
Minor Tools and Supplies	247.00	
Furniture/Fixture Purchases	900.00	28,555.22

EXPENDED **55,049.82**

UNEXPENDED **2,014.18**

LIBRARY

APPROPRIATION **94,187.00**

Director/Children's Librarian Wages	29,185.12	
Assistant Children's Librarian Wages	9,820.85	
Assistant Director/Adult Services Wages	16,020.04	
Library Assistant Wages	10,834.87	
Temporary Assistant Librarian	1,242.00	
Temporary Page Wages	495.08	
Custodian Wages	3,286.62	
Tuition Reimbursement	200.00	
Telephone	891.23	

LIBRARY cont.

Electricity	2,507.74
Heating Oil	1,213.38
Equipment Maint. Contract	1,685.81
Printing	165.98
Dues and Subscriptions	378.95
Community Programs	277.17
Postage	186.46
Library Supplies	1,291.80
Building Maintenance and Repairs	630.00
Equipment Repairs and Maintenance	1,295.99
Custodial Maintenance Supplies	225.06
Sidewalk Snow Removal	150.00
Reference Media Purchases	1,501.46
Books and Media	8,103.05
Periodicals	896.30
Equipment Purchases	251.81
Furniture/Fixture Purchases	206.96
Mileage and Tolls	724.10
Seminars	305.00
Story Time Expenses	214.17

EXPENDED**94,187.00****PATRIOTIC PURPOSES****APPROPRIATION****580.00**

Printing	23.35
Flags and Holders	245.08
Wreaths	185.00
Musicians	50.00
Refreshments & Prizes	50.00

EXPENDED**553.43****UNEXPENDED****26.57****CABLE ADVISORY COMMITTEE****APPROPRIATION****2,160.00**

Electricity	1,070.81
Building Repairs and Maintenance	139.92
Minor Tools and Supplies	149.61

EXPENDED**1,360.34****UNEXPENDED****799.66****CONSERVATION****APPROPRIATION****4,145.00**

Property Management	13.75
Natural Resource Study	474.93
Wildlife Sanctuary Lease	1.00

**Comparative Statement of Appropriations
and Expenditures cont.**

CONSERVATION cont.

Dues and Subscriptions	259.50	
Office Supplies	4.48	
Postage	16.14	
Copier Charges	48.42	
Equipment Purchases	2,159.10	
Mileage and Tolls	199.44	
Seminars and Annnal Meeting	25.00	
Youth Fishing Derby	500.00	
EXPENDED		3,701.76
UNEXPENDED		443.24

INTEREST ON TAX ANTICIPATION LOANS

APPROPRIATION		1.00
UNEXPENDED		1.00

WARRANT ARTICLES

APPROPRIATION		50,000.00
Fire Facility Capital Fund	25,000.00	
Police Detail Expendable Fund	25,000.00	
EXPENDED		50,000.00

HIGHWAY BLOCK GRANT FUND

Fund Balance - 12/31/01		369,041.65
2002 Revenues		136,110.29
Available Funds - 2002		505,151.94
Project Payments:		0.00
Fund Balance - 12/31/2002		505,151.94

OUTSTANDING BILL PAYMENTS

2001 Outstanding Payroll	27,781.51
2001 Ambulance	5,777.18
2001 Fire Department	4,855.00
2001 General Government Buildings	2,655.36
2001 Highways & Streets	29,522.50
2001 Library	2,133.71
2001 Litigation	2,828.54
2001 Parks and Recreation	2,600.00
2001 Planning	1,700.00
2001 Police Department	1,771.00
2001 Sanitation	1,613.00
2001 Street Lights	62.98
2001 Town Clerk's Office	138.00
2001 Tax Collector's Office	105.00
2001 Handicap Lift and Egress-Library	130,738.66
Total Payments	214,282.44

PAYMENTS TO SCHOOL DISTRICT

2001-2002 School Appropriation		3,032,399.58
2002-2003 School Appropriation	8,731,912.00	
Payments to School District	5,385,445.71	
Balance Due District	3,346,466.29	

COUNTY TAX

Hillsborough County Treasurer	720,116.00
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PAYMENTS TO STATE

Marriage Licenses & Records Fees	1,938.00
Dog License Fees & Population Control	2,245.00
	4,183.00

DISCOUNTS, ABATEMENTS & REFUNDS

Property Tax Abatements	5,747.38
Property Tax Duplicate Payment Refunds	65,566.66
MV Registration Refunds	28.00
Total	71,342.04

OPERATING TRANSFERS OUT

Federal Withholding Taxes	149,276.32
FICA Employee Contributions	47,317.03
Medicare Employee Contributions	17,592.13
Charitable Contributions	23.00
Employee Retirement Contributions	16,256.05
Police Retirement Contributions	38,464.99
Firefighter Retirement Contributions	8,578.63
BCBS Health Insurance Premiums	5,310.62
MTHP Health Insurance Premiums	17,947.09
Delta Insurance Premiums	3,224.82
Colonial Insurance Premiums	697.89
Long-Term Disability	1,804.71
PD Union Dues	3,155.34
Total Transfers	309,648.62

Report of the Trust Funds of The Town of Litchfield on December 31, 2002

Date of Creation	Name of Trust Fund	Purpose of Trust Fund	How Invested	PRINCIPAL			INCOME			Grand Total of Principal & Interest End of Year		
				Balance Beginning Year	New Funds Created	Cash Gains or (Losses) on Securities	Balance Beginning Year	Income During Year Percent	Expended During Year			
1985	Capital Reserve	Town Celebration	Bank	1000.00			1000.00	1088.06	30.13	0.00	1118.19	2118.19
1999	Capital Reserve	Farmiland Development	Bank	1,00526.00			100526.00	8070.62	1567.00	0.00	9637.62	110163.62
2000	Capital Reserve	Fire Facilities	Bank	50000.00	25000.00		75000.00	1832.54	832.28	0.00	2664.82	77664.82
1946	Selah Bixby	Library Use	Common Trust	111.68			111.68	318.91	6.3%			
1947	John Kennard	"	Bank	546.77			546.77	799.81	15.8%			
1968	Robert Chase	"	Money Market	2693.32			2693.32	3943.35	77.9%			
				3351.77			3351.77	5062.07	100.0%	0.00	5183.47	8535.24
	Aaron Cutler	Library Maintenance	Bank	21005.18			21005.18	19859.45	3414.27	10941.00	12332.72	33337.90
			Money Market	18955.75			18955.75					18955.75
			Stocks	39960.93			39960.93	19859.45	3414.27	10941.00	12332.72	52293.65
	Pinecrest Cemetery											
1938	Mary Marsh	Lot	Common Trust	109.63			109.63	328.58	1.8%			109.63
1945	Alphonse Powers	Maintenance	"	110.18			110.18	351.99	1.8%			110.18
1946	Selah Bixby	"	"	1680.00			1680.00	5773.20	27.0%			
1959	Matthew Campbell	"	"	108.84			108.84	275.61	1.7%			
1962	George Richardson	"	"	108.68			108.68	252.22	1.7%			
1965	Mark Campbell	"	"	109.23			109.23	281.79	1.8%			
1969	Warren Goodspeed	"	"	3988.47			3988.47	9917.72	64.2%			
	Total			6215.03			6215.03	17181.11	100.0%	272.00	17244.70	23459.73
	Hillcrest Cemetery											
1926	Charles Parker	Lot	Common Trust	103.18			103.18	171.20	3.9%			103.18
1944	Zoe Whittemore	Maintenance	"	110.02			110.02	158.14	4.2%			110.02
1952	J.A. Corning/G.Watts	"	"	109.55			109.55	117.71	4.2%			109.55
1952	Franklin E. Bancroft	"	"	236.00			236.00	578.43	9.0%			236.00
1956	E.L. Schneider	"	"	109.86			109.86	131.12	4.2%			109.86
1960	Charles Leach	"	"	108.84			108.84	78.00	4.2%			108.84
1965	D&W McQuesten	"	"	108.99			108.99	97.51	4.2%			108.99
1965	J&C McQuesten	"	"	108.52			108.52	91.58	4.1%			108.52
1966	Herbert Leach	"	"	108.44			108.44	65.44	4.1%			108.44
1967	B&P Souriolle	"	"	108.28			108.28	57.92	4.1%			108.28
1967	Wm & Gladys Locke	"	"	216.57			216.57	491.07	8.2%			216.57
1970	Harold Hopwood	"	"	300.00			300.00	722.59	11.4%			300.00
1978	Raymond Staples	"	"	500.00			500.00	988.32	19.0%			500.00
1987	J&C McQuesten	"	"	400.00			400.00	104.42	15.2%			400.00
	Total			2628.25			2628.25	3853.45	100.0%	93.52	3946.97	6575.22

Report of the Trust Funds of
The Town of Litchfield on December 31, 2002 cont.

No. of Shares of Other Units	Description of Investment	Balance Beginning Year	Proceeds from Sales	Balance End Year	Balance Beginning Year	Income During Year	Expended During Year	Balance End Year	Grand Total of Principal & Interest End of Year
	Pinecrest Cemetery	6215.03		6215.03	17181.11	335.59	272.00	17244.70	23459.73
	Hillcrest Cemetery	2628.25		2628.25	3853.45	93.52	0.00	3946.97	6575.22
	Library Common Trust	3351.77		3351.77	5062.07	121.40	0.00	5183.47	8535.24
	Aaron Cutler Stock	18955.75		18955.75					18955.75
139	AT&T Common					120.47			
223	AT&T Wireless					0.00			
225	Comcast					3.72			
40	Avaya					0.00			
131	Agere Systems					0.00			
664	Bell South					517.92			
480	Lucent					0.00			
23,188	NCR					0.00			
262	Qwest					0.00			
1239	SBC					1290.76			
522	Verizon					803.88			
370	Vodafone					88.80			
		18955.75		18955.75		2825.55			18955.75

Auditor's Report

February 11, 2003

Board of Selectmen
Town of Litchfield
One Liberty Way
Litchfield, New Hampshire 03052

Dear Members of the Board:

We have completed the fieldwork in connection with the audit of the Town of Litchfield's December 31, 2002 financial statements on February 11, 2003. Unless we encounter circumstances beyond our control the completed reports will be available within six weeks of that date.

Very truly yours,
Vachon, Clukay & Co., PC

Annual Report of the **Litchfield Board of Selectmen 2002**

2002 has been a busy year for the town of Litchfield and in particular the Board of Selectmen's office. Several key areas, of which the citizens of Litchfield should be aware, are discussed in the following report. During this past year, the Board of Selectmen experienced an unexpected change when Selectman Joseph Stapleton resigned his office due to work related conflicts. Selectman Stapleton provided new insight and perspective on town issues that greatly assisted the board. We wish Selectman Stapleton well and much success in the future. Replacing Selectman Stapleton through appointment was Selectman Thomas Levesque. Selectman Levesque came out of retirement to fill this much-needed roll and brought with him a historical knowledge of town affairs. We wish to thank Selectman Levesque for his time and efforts in helping the town.

Another loss to the Board of Selectmen was the resignation of Mr. Roland Bergeron as Road Agent and Health Officer. Mr. Bergeron, who has spent many years as the town Road Agent and Health Officer, continues serving the town as Code Enforcement Officer and Building Inspector. Mr. Bergeron's efforts over the many years and the excellent condition of our roads speak well of the type of job and service he has provided Litchfield. The Board of Selectmen will miss his services as Road Agent and Health Officer and wish to thank him for a job well done.

Litchfield as one of the communities who is served by Pennichuck Water Works, has participated in the drafting of a Memorandum of Understanding with approximately 12 other communities. This Memorandum forms the basis of organizing a water district for the region. The Board of Selectmen has signed this document and has sent a warrant asking the voters to ratify that decision. Water continues to be a great regional issue due to the increasing population growth of southern New Hampshire. Banding together with other communities will allow the town to participate in formulating a course of action in Litchfield's best interests. This is an effort that will continue throughout 2003 with the voters agreement.

Litchfield, through the combined efforts of the Fire and Police departments have undertaken to update our emergency management program. Work continues with a multi-departmental group to gather information and to plan for an emergency management exercise during 2003. As the Manchester Airport, regional industrial expansion and ongoing post-September 11th issues continue, planning for significant emergency events is a priority program that can not be overlooked. We expect that you will hear more about this in the year ahead.

Litchfield's residents have been significantly impacted by the downturn in the economy. During 2002 the number of residents seeking Welfare assistance has increased beyond anything previously experienced and the trend continues into early 2003. We have had a large number of residents requesting assistance that have caused us to significantly exceed our Welfare budget for 2002.

During 2002, the Road Agent contracted with Bedford Engineering to perform an analysis of Litchfield's road system to better understand its present condition and outline a future maintenance program. The Board of Selectmen utilizing this information has a proposed expenditure in the 2003 budget for the first year of a multi-year project to maintain our roads at an acceptable standard of service. Most of the community's roads are built within the past

15 - 20 years and are now starting to show signs of degradation that if caught early can prevent more significant expenditures later.

Lastly, the Board of Selectmen would like to thank all the town employees, citizen volunteers and other elected officials for their dedication and efforts during 2002. Without the efforts of these key individuals, town government would cease to function. The Board of Selectmen would also request those citizens of Litchfield who are not involved now to please contact the Selectmen's office and volunteer your time. You can make a difference in the way our town works.

Respectfully Submitted,

John Devereaux, Chairman

- Rep. to Cable Committee
- Rep. to Recreation Commission
- Liaison to Code Enforcement Officer
- Cable Contract Negotiation Team

John Pinciario, Vice-Chairman

- Liaison to Police Department
- Liaison to Fire Department
- Liaison to Tax Collector/Town Clerk

Frank Byron

- Rep. to Budget Committee
- Rep. to Planning Board
- Hazmat Board of Directors
- Liaison for Merrimack Sewage Treatment issues
- Liaison for Town water shed issues
- Rep. to School Space Needs Committee

M. Patricia Jewett

- Welfare Officer
- NRPC representative
- Liaison for Preservation of Farmland

Thomas W. Levesque, Sr. and Joseph Stapleton (resigned)

- Liaison Solid Waste Facility
- Regional Hazardous Waste Committee
- Rep. to the Conservation Commission
- Liaison to the Library

Animal Control
2002 Annual Report

Residents of the Town of Litchfield:

This report summarizes the activities of the Litchfield Animal Control Department for calendar year 2002.

As animal control officer I report to the Chief of Police. My duties include, but are not limited to, enforcing all local ordinances and state laws governing animals. This includes investigating all animal complaints and taking appropriate action, which could be a warning, court action or even detaining an animal until the owner complies with the laws. I am also responsible for presenting my budget to the Chief of Police, Selectmen and Budget Committee.

At the present time I use my own vehicle to patrol the town looking for violations of animal laws that would include dogs running at large and unlicensed dogs. I also transport stray animals to shelters, pick up animal supplies and transport animals to the Health Lab in Concord for rabies testing.

Some of the most common calls handled are: dogs running at large, dogs barking and disturbing the peace, animal bites, animal attacks, feral cats, animals hit by motor vehicles, animal abuse, and wild animal calls. The wild animal calls would be skunks or raccoons out during the day acting unusual. Squirrels, snakes, etc. inside of homes.

My other duties include maintaining and repairing the Town animal shelter, which is located on Incinerator Road.

All animals are held at the kennel for seven days. If an animal is not claimed it becomes the property of the Town of Litchfield. These animals are available for adoption or they are brought to the (MSPCA) Massachusetts Society for the Prevention of Cruelty to Animals, located in Methuen, Massachusetts.

The Town receives a financial income generated by Summonses issued for violations and from kennel fees for the care of animals held at the town shelter.

The following are some general animal laws that must be observed:

Unlicensed dogs: **RSA 466:1** **\$25.00 fine**

All dogs, 3 months old or older, must be licensed through the Town Clerks Office by April 30 of each year, and must have an up-to-date rabies vaccination.

Nuisance: **RSA 466:31** **\$25.00 fine 1st offense, \$50.00 fine 2nd offense, Court Action 3rd offense, all within one year of 1st offense.**

Animal Control cont.

Dog Running At Large:

RSA 466:31 IIa

Which means it is off the premises of the owner or keeper and not under the control of any person by means of personal presence and attention: as will reasonably control the conduct of such dog, unless accompanied by the owner or custodian.

Barking Dog: **RSA 466:31 IIb**

If a dog barks for sustained periods of more than one half hour, or during the night hours so as to disturb the peace and quiet of the neighborhood or area.

Please do not touch, feed or adopt any stray animal that you may come across. These animals could be diseased and infect a human. We had a problem in town with feral cats. These are cats that do not have a home and become wild. One female cat and her offspring can produce 420,000 cats in 7 years. It is these types of cats, never touched by humans that carry diseases. If you know of or are currently feeding feral cats, please call and I will work with you to correct the problem. Remember, if you get too close to a stray animal and it scratches or bites you and we are unable to find or catch it, you will have to go through a series of rabies shots.

GENERAL INFORMATION

Dogs picked up: All dogs that are picked up running at large are brought to the Litchfield kennel and are held there until claimed, or for seven days, at which time the dog becomes the property of the Town of Litchfield. The dog at this time will be available for adoption or will be brought to the Humane Society in Nashua.

Reporting Bites: In the event any animal causes a bite or scratch to any person or animal, it must be reported to the Animal Control Officer or the Police Department.

What is Rabies: Rabies is a deadly disease in humans and animals that is caused by a virus, which attacks the central nervous system. Rabies is spread through: 1. Animal bites or scratches; 2. Saliva, brain or spinal cord tissues from infected animals which come in contact with the lining of the nose, eye, mouth or cut/open wound. The rabies virus lives in the saliva, brain and spinal cord.

Animals that never get rabies include birds, snakes, fish, turtles, lizards and bugs. Other animals that can contact rabies, especially wildlife animals such as bats, raccoons, skunks, woodchucks and fox. If you suspect an animal is rabid call the animal control officer. Do not under any circumstances have contact with the animal.

Cats: The only law for cats at this time is that they must have a current rabies vaccination. RSA 436:100

Wildlife: Litchfield animal control does not handle nuisance wild animals but will be happy to give advice.

Examples of Nuisance Animals: Animals living or roaming on property, animals living in chimneys, animals living in attics, animals in garages, animals getting into the trash.

Wildlife that are handled: An animal that appears sick or diseased, animals that are nocturnal and are out during the day and have some or all of these symptoms are considered sick: foaming at the mouth, having trouble walking, bumping into objects, trying to approach people, showing aggressiveness to people or appear to be a public health threat.

Animals that get into the living spaces of your home. For example a raccoon living in your chimney gets by the damper into your fire place and enters your home. Squirrels or bats living in your attic and find their way into your living area. A wild animal that bites or scratches a person or any domestic animal.

If you have any animal questions, complaints or suggestions please call me at the Litchfield Police Department at 424-4047.

For Hunting and Fishing information, please call the New Hampshire Fish and Game Department at 271-3211.

Respectfully Submitted,
Gerald Pilon
Animal Control Officer

Animal Control Activity for Year 2002

Civil Summonses	2001	Revenue	2002	Revenue
Unlicensed Dogs	11	\$ 275.00	10	\$ 250.00
Dogs Running at Large	10	\$ 250.00	11	\$ 275.00
Nuisance	0	\$ 0.00	2	\$ 100.00
Menace	1	\$ 50.00	0	\$ 0.00
Vicious	1	\$ 100.00	2	\$ 200.00
No Tags	0	\$ 0.00	2	\$ 50.00
Rabies Vaccination	0	\$ 105.00	4	\$ 100.00
Kennel Fees	7	\$ 0.00	7	\$ 82.00
Court Appearances	2	\$ 0.00	6	\$ 101.00
	32	\$ 780.00	44	\$ 1,158.00

Warnings	2001	2002
Unlicensed Dogs	190	208
Dogs Running at Large	45	45
Nuisance	15	7
Menace	4	2
Vicious	2	3
No Tags	4	0
Rabies Vaccination	5	1
TOTAL	265	266

Wild Animal Calls	2001	2002
Bat	0	3
Bear	1	1
Beaver	3	1
Bird	18	6
Coyote	3	5
Deer	4	9
Fisher Cat	0	2
Fox	1	1
Goose	0	1
Horse	0	7
Mink	1	0

Wild Animal Calls cont.	2001	2002
Moose	0	0
Opossum	1	2
Porcupine	0	2
Rabbit	2	0
Raccoon	8	9
Skunk	13	3
Snake	1	2
Squirrel	5	0
Turkey	1	0
Turtle	0	1
Woodchuck	3	5
Wild Animals tested for Rabies	1	0
Birds tested for West Nile	6	1
Traps Set for Wild Animals	10	4
Disposal of Wild Animals	8	10
TOTAL	90	75

Miscellaneous Calls	2001	2002
Dogs picked up Running at Large	39	29
Dogs brought to Kennel	24	21
Dogs to Shelter	2	1
Dog Adoptions	1	0
Dog Euthanized	1	0
Dogs Left in Motor Vehicles	1	0
Dogs hit by Motor Vehicles	4	1
Dog Bites	14	13
Dogs tested for Rabies	0	0
Cat Complaints	19	10
Cats brought to kennel	12	1
Cats Stray / Abandoned	13	1
Cats, Feral	1	0
Cats to Another Shelter	12	0
Cats Adopted	0	0
Cats Euthanized	2	5

Animal Control cont.

Miscellaneous Calls cont.	2001	2002
Cats in Tree	0	0
Cat Bites / Scratches	0	0
Cats tested for Rabies	0	0
Cats, traps set for capture	0	0
Rabbit Scratch	0	0
Skunk Attacks	0	0
TOTAL	145	82

Telephone

In Station	97	88
Out of Station	334	275
In Home	114	99
Out of Home	200	160
Total	745	622

Vehicle

Mileage	4,319	4,619
Cost for Gas	\$ 688.65	\$662.75
Tolls	\$0.00	\$ 1.50

Hours Worked

In Town	403	343.5
At Home	167.5	143
Training	10	11
At Kennel	7.5	56
TOTAL	588	553.5

Building Department

REPORT OF THE CODE ENFORCEMENT OFFICER-2002

There were two thousand six hundred seventy (2,670) building and associated permits issued during the year 2002 and were classified as follows:

Description	Building Permits Issued	Associated Permits Issued	Estimated Valuation
Dwelling Units	64	640	\$15,400,000.00
Community Center	2	20	400,000.00
Additions/Remodels	91	455	1,314,000.00
Breezeways/Garages with Living Space Above	53	265	860,000.00
Decks/Porches	101	202	146,000.00
Swimming Pools	39	78	468,000.00
Utility Sheds	29	29	34,800.00
Sewage Systems	73	73	500,000.00
Individual Electrical	62	62	62,000.00
Ind. Chimney/Fireplaces	15	15	60,000.00
Drilled Wells	10	10	60,000.00
Wash Wells	15	15	30,000.00
Monitoring Wells	8	8	40,000.00
Individual Test Pits	78	78	39,000.00
Foundations	5	5	20,000.00
Temp. School Units	2	3	93,500.00
Pole Framed Structures	2	2	24,000.00
Plumbing	15	15	37,500.00
Occupancy	0	31	
	<u>664</u>	<u>2006</u>	

Total Estimated cost on
completion of construction\$19,588,800.00

Permit Fees Received and
Returned to the General Fund.....\$ 56,567.00

Administered, collected, and recorded
elementary and high school, road,
municipal, library, fire, police and
recreation impact fees received and placed in escrow\$128,622.00

Total Fees.....\$185,189.00

Respectfully Submitted,
Roland E. Bergeron
Code Enforcement Officer

REPORT OF THE CODE ENFORCEMENT OFFICER-2002

Administration and Statistical Report - 2002

Violations Notices	16
Court Cases	0
Complaints	50
Scheduled and unscheduled Inspections and Re-Inspections	1,551
Telephone calls received for information and Radio Dispatching	10,200
Informational assistance given to Walk-ins	3,300

Litchfield Cable Advisory Committee

Annual Report 2002

December 31, 2002 marks the end of the eighth year of work by the Litchfield Cable Advisory Committee. This is the fifth annual report being submitted to the Litchfield Board of Selectmen and citizens of Litchfield. During this time, the committee members have worked collaboratively with the Board of Selectmen in the oversight and coordination of the services provided to town in the area of cable television. As in past years, the Cable Advisory Committee takes great pride in their accomplishments and the services that they provide to the town of Litchfield. In this report I will attempt to review the highlights from the past year, particularly the work accomplished by the committee and progress on goals that have been set.

In my annual summary last year, I reported that the new town cable TV access facility was finished. The facility is still waiting to become our home base. This facility will be utilized to replay all recorded materials, as well as serve as a location for the development of live TV productions. The cable company has not made it possible to replay tapes in our town yet. We anticipate spring of 2003. The Litchfield Cable Advisory Committee thanks Coleman Kelly so that we still are able to play tapes in the Hudson Facility. We hope needed money will be available in our budget for 2003.

The Cable Advisory Committee has corresponded with the school board, via the Superintendent of Schools, to air all school board meetings on the Hudson cable access channel. The meetings have aired since the beginning of 2002. The Litchfield budget meetings have also started to air on the Hudson channel last fall.

The Litchfield Cable Advisory Committee continues to work on negotiating a cable TV contract for the town. As of this writing, no agreements have been finalized and the committee keeps the Board of Selectmen updated on the status of negotiation sessions.

As you may know, our cable company has filed for bankruptcy. At this time, we don't know what will come out of the court. The Cable Advisory Committee is keeping the Selectmen's Office up to date with this matter. The company has told us that the rebuild is complete for the town of Litchfield. As you may remember from last year, the Cable Company has said that the rebuild should take care of a lot of the bad Internet service. The rebuild for Litchfield was suppose to be completed by July 2002.

In projecting ahead to future goals, the Cable Advisory Committee looks to an exciting opportunity rich year. As authorized by the Selectmen, the Cable Advisory Committee will continue to assist in the negotiation of a cable TV contract. An important aspect of the committee's work will also be to work collaboratively with the cable company and town officials. Future goals also include continued work with Campbell High School; expansion of offerings for live and recorded TV broadcasts and continued effort to establish a town TV channel on the cable system. Lastly, the Cable Advisory Committee will strive to continue its work with other local communities to share information and resources.

In closing, let me say that I am proud to present the 2002 Annual Report of the Litchfield Cable Advisory Committee. Hopefully this summary will keep the residents of Litchfield up to date on the important work that is underway. I would also like to take this opportunity to extend my recognition and appreciation to the Litchfield Cable Advisory Committee members. Their dedication, knowledge and technical assistance have proven invaluable.

Respectfully Submitted,
John Beaulieu, Chairperson

Litchfield Cable Advisory Committee

John Beaulieu	2004	Scott Cavanagh	2004
Cindy Couture	2003	Tim Kearns	2005
Dick Pentheny	2003		

Selectmen's Rep.
John Devereaux

Alternate
Jim Queenan

Litchfield Conservation Commission

A municipal conservation commission is established, under the authorization of NH RSA 36-A, "for the proper utilization and protection of the natural resources and for the protection of watershed resources of said city or town." The Litchfield Conservation Commission (LCC) is pleased to report our activities of 2002.

The LCC's primary activity is the review of proposed subdivision and other development plans to provide the Planning Board and other agencies, such as the state Department of Environmental Services (DES) Wetlands Bureau, with recommendations and comments pertaining to wetland and natural resource conservation.

The Commission also provides such recommendations and guidance to the Board of Selectmen and the Zoning Board of Adjustment (ZBA), as requested or as is appropriate. In this past year, the LCC provided the Board of Selectmen with recommendations for potential mitigation options for the state's Department of Transportation I-93 widening project.

The LCC monitors wetlands and public conservation lands, maintains the town-owned Moore's Falls Conservation Area, and assists the state in the monitoring of the State Forest. At the request of the Board of Selectmen and upon the recommendation of DES, the LCC is conducting water sampling of Darrah Pond under DES's Volunteer Lakes Assessment Program (VLAP). Water sampling tests allow the town to monitor the health of Darrah Pond.

Also, the LCC funded a University of New Hampshire student project to inventory natural and farm land resources within the town. Such inventories can assist town boards with planning, development, and conservation efforts.

The Conservation Commission meets the first Thursday of each month at the Town Hall conference room at 7 p.m. We would welcome your comments and questions.

Respectfully Submitted,

Torene Tango-Lowy	Chairman
Ray Peeples	Vice-Chairman
Debbie Endyke	Secretary
Tom Levesque	Selectmen Rep.
Joan McKibben	
Marjory Pitcher (alternate)	
Roger St. Laurent	

Did you know...

... that any work within wetlands require a Dredge and Fill permit from the state Department of Environmental Services? Wetlands are defined by soils and indicator plants, and not solely by standing water...

... that any work within 50 feet of delineated wetlands require a "special exception" from zoning ordinances from the Zoning Board of Adjustment?

Litchfield Fire/Rescue Services
Annual Report-2002

During 2002, the department responded to 513 incidents of various types and duration, the breakdown of which follows this narrative. We had 36 fires of various types which caused an estimated \$308,100.00 in property damage. Our total number of incidents is up 64 from last years 449, but fires decreased by 6 from last year's 42.

I would like to take this opportunity to thank the residents of Litchfield for your overwhelming support in passing Article 10, allowing us to purchase our new SCBA air packs and Cascade/Compressor system. All of the equipment has been placed in service and our personnel have been trained on their use.

The department was the recipient of a Federal Emergency Management Agency (FEMA) Firefighters Assistance Grant of \$112,081.00. This grant will go towards the purchase of a thermal image camera, replacing our current base radio system and the cost of our new SCBA's.

Department members again attended over 100 hours of training on various subjects in firefighting, emergency medical and hazardous materials. In addition, all personnel continue to participate in intensive vehicle extrication training with the rescue tool. The department was very fortunate this year to obtain two buildings to use for training under live fire conditions, as well as to begin training our members in RIT (Rapid Intervention Training), to learn and practice techniques to search for injured or trapped firefighters. All department members were again able to use the state-of-the-art training sites at the New Hampshire Fire Academy in Concord, which has proved invaluable in maintaining our skill levels.

Our emergency medical services (EMS) personnel completed over 24 hours of continuing education training in both the hospital and classroom setting. All department members were recertified in CPR, and in the use of our defibrillators. Currently we are providing BLS (basic life support) and limited ALS (advanced life support) to the town. We currently have 4 paramedics on our department.

Our fire safety inspection program continues, with over 51 businesses and multi-unit residential units surveyed this year. In addition all the schools and kindergartens are given monthly fire drills to insure orderly evacuation in the event of an emergency. I would like to thank our Code Enforcement Officer, Mr. Bergeron for his efforts in promoting and assisting in our fire safety efforts.

During the year we continued to give numerous tours of the station, as well as make our apparatus available for display/tours at various events, for children and adults. We will continue to be involved in community activities.

I would like to thank the Litchfield Women's Club, First Student Transportation Co. and the Litchfield Firefighter's Association, for their efforts and support for our Open House held annually during Fire Prevention Week! I want to recognize our full-time and call fire personnel for their school and child care center programs, which continue to be well received.

Our fund raising activities for the Litchfield Firefighter's Association will commence in March, with the annual Ham & Bean Supper at GMS Cafeteria on Saturday, March 22, 2003 from 4:30 p.m to 7:00 p.m. Your continued support and attendance is very much appreciated.

Remember to **DIAL 9-1-1 FOR FIRE, POLICE, AND/OR EMERGENCY MEDICAL SERVICE (EMS)** in all areas of Litchfield!

I wish to thank the men and women of the department for their dedication and countless hours of service to the department and the town. We continue to stay busy, and this certainly puts a great strain on their "free time", as well as their families.

I would also like to thank the Board of Selectmen, and the other various boards and department heads in town for their support and cooperation throughout the year. And to you, the taxpayer, for your continued support in our efforts to keep Litchfield fire-safe and provide you with prompt, efficient emergency medical care.

Respectfully Submitted,
Dwayne W. Hogencamp,
Chief of Department

LITCHFIELD FIRE/RESCUE SERVICES
Members-2002

Fire Chief
Dwayne Hogencamp

Assistant Fire Chief
Thomas Schofield

<i>Captain: Michael Croteau</i>	<i>Captain: Douglas Nicoll *</i>
Group - 1	Group - 2
<i>Lieutenant: Steven Barton</i>	<i>Lieutenant: Roy Jack</i>
<i>Firefighters</i>	<i>Firefighters</i>
Warren Adams	Paul Allard
Joshua Bagley	Gregg Ballou
Jeffery Ballou	Alan Daviault
Andrew Engwer	Pierre Garand
Stanley Gilbert	Timothy Hebert *
Christopher Hookway	Rod Jones
Timothy Kearns	David Lang
Jeff Newell	Greg Nolan
Norman Pinard	Joseph Ross
Matthew Shea	Jason Slater
John Slater	John Travis

* Full Time Staff

Litchfield Fire/Rescue Services
2002 Calls

Total Number of Incidents	513
Fires	36
Special Services	405
False Alarms	46
Trouble Alarms	25
Types of Fire Calls	42
Structure	8
Brush	20
Vehicle	4
Miscellaneous	2
Mutual Aid (Fire Scene)	10
(3-Hudson, 4-Londonderry, 2-Manchester, 1-Goffstown)	
Types of Special Services Calls	405
Mutual Aid (Station Coverage)	14
(1-Hudson, 3-Londonderry, 8-Manchester, 1-Windham, 1-Bedford)	
Medical Emergencies	242
Vehicle Accidents	37
OHRV Accidents	2
Home	177
Business	10
School	3
Skateboard Park	1
Construction Site	2
Pedestrian	0
Walk In	2
In Vehicle	3
Police Department	5
Hazardous Materials Incidents	3
Miscellaneous	
Assist Occupant	9
Animal Rescue	3
Arcing Wires	5
Assist Motorist	0
Assist Police	3
Bomb Threat	2
Check Conditions	12
CO Dectector Activation	10
*(Actual CO leaks under Hazardous Materials)	
Controlled Burn	23
*(Dump calls, legal burning permits investigated)	
Electrical Problem	0
Elevator Rescue	1
Hazardous Condition	2
Illegal Burning	17

Miscellaneous cont.

Lightining Strike	0
Live Wires Down	8
Lock In	0
Lock Out	10
Miscellaneous	1
Missing Child	0
Odor Investigation	7
Power Line Down	5
River Rescue	1
Smoke Investigation	11
Transformer Explosion	2
Tree on House	1
Tree in Roadway	4
Tree on Wires	9
Water Problem	2
Wrong Location	1

*(Calls w/same address names, found to be in another town)

Total Medical Calls	242
Total Fire/Special Service(Excluding Medical from Special Service)	271
Total Number of Incidents	513
Total of Property Damage	308,100.00

Town Forest Fire Warden and State Forest Ranger Report

Your local Forest Fire Warden, Fire Department, and the State of New Hampshire Division of Forests and Lands cooperate and coordinate to reduce the risk of wildland fires in New Hampshire. To help us assist you, contact your local Forest Fire Warden or Fire Department to find out if a permit is required before doing **ALL** outside burning. Fire permits are mandatory for all outside burning unless the ground where the burning is to be done (and surrounding areas) is completely covered with snow. Violations of RSA 227-L:17, the fire permit law and the other burning laws of the State of New Hampshire are misdemeanors punishable by fines up to \$2,000 and/or a year in jail, plus suppression costs. Open burning is a privilege, **NOT** a right.

A new law effective January 1, 2003 prohibits residential trash burning (RSA 125-N). Contact New Hampshire Department of Environmental Services at (800)498-6868 or www.des.state.nh.us for more information.

Help us to protect you and your forest resources. Most New Hampshire wildfires are human caused. Homeowners can help protect their homes by maintaining adequate green space around the house and make sure that the house number is correct and visible. Contact your fire department or the New Hampshire Division of Forests and Lands at www.nhdfi.org or 271-2217 for wildland fire safety information.

The State of New Hampshire operates 15 fire towers, 2 mobile patrols, and 3 contract aircraft patrols. This early detection system, and reports from citizens, aid in the quick response from local fire departments. These factors are critical in controlling the size of wildland fires, keeping the loss of property and suppression costs as low as possible. Due to permitting and fire safety concerns, please contact your local fire department **BEFORE** using portable outdoor fire places and vessels, including those constructed of clay, concrete or wire mesh.

Please contact your local fire department before doing ANY outside burning.

<i>REMEMBER ONLY YOU CAN PREVENT FOREST FIRES</i>

2002 FIRE STATISTICS
(All Fires Reported through November 10, 2002)

TOTALS BY COUNTY

	Numbers	Acres
Belknap	52	13.5
Carroll	80	10.5
Cheshire	39	17
Coos	3	2.5
Grafton	53	21
Hillsborough	108	54.5
Merrimack	94	13.5
Rockingham	60	25.5
Strafford	31	23
Sullivan	20	6

CAUSES OF FIRES

Illegal	7
Unknown	0
Smoking	32
Children	32
Campfires	31
Rekindle of Permit	3
Arson	43
Lightning	36
Miscellaneous*	356
Total	356

* Miscellaneous: power lines, fireworks, railroad, OHRV, ashes, debris, structures, equipment, etc.

	Total Fires	Total Acres
2002	540	187
2001	942	428
2000	516	149

Respectfully Submitted,
Dwayne W. Hogencamp
Forest Fire Warden

Southeastern N. H. Hazardous Materials
Mutual Aid District

The Southeastern New Hampshire Hazardous Materials Mutual Aid District is organized as a regional solution to the hazardous materials response problem. The purpose of the district is to prepare our communities, regionally, for responses to hazardous materials incidents, both with training and equipment. The 15 communities that comprise the district are: Auburn, Atkinson, Chester, Danville, Derry, East Derry, Hampstead, Hooksett, Litchfield, Londonderry, Pelham, Plaistow, Sandown, Salem, and Windham. We are pleased this year to welcome the Town of Sandown as a new member.

The District is managed by an Operations Committee, consisting of a Chief Officer from each member community, who carry out the day-to-day business of the organization; and a Board of Directors, consisting of an elected or appointed member of municipal government in each member community, who provide oversight and fiscal management. The District provides the highest level of response available for Hazmat Level "A".

District resources include two response trailers, equipped with generators, oil spill and decontamination equipment, chemical reference material, protective suits, communications equipment, and a response truck and trailer equipped for the team. The District trailers and trucks are strategically located to respond to any community requesting them. An EMS Mass Casualty trailer located in Londonderry, available for response to medical incidents with a large number of patients. A new addition this year is a decontamination trailer supplied to the team by the State of New Hampshire, Office of Emergency Management. This trailer is equipped to decontaminate a large number of people affected by a HAZMAT or weapons of mass destruction incident.

The State has also supplied the team with a chemical agent monitor, the same type used by the 1st Army Civil Support Team. In June, the District participated in a joint training exercise with State, Local, and Federal agencies to test interagency operability, a key factor in all responders working and communicating together.

The team also trained member departments in weapons of mass destruction response, and decontamination. With the training and equipment the District possesses, the team has the ability to detect and field test for chemical and biological agents.

The team is also trained in confined space rescue for HAZMAT incidents and has purchased the equipment necessary for this vital role.

The District this year has received a State of New Hampshire Emergency Response Committee Grant of \$11,843.75, and a Weapons of Mass Destruction Grant of \$16,000.00

Your fire department and local officials continue to make progress in providing the most cost-effective manner of responding to a hazardous materials incident.

Respectfully Submitted,

For the Board of Directors

Mr. Paul Hopfgarten
Councilor, Town of Derry
Chair, Board of Directors

For the Operations Committee

Chief Dwayne Hogencamp
Litchfield Fire Department
Member, Operations Committee

Health Department Report
Aug. 13-Dec. 31, 2002

DESCRIPTION	CASES	PERMITS	INSPECTIONS
Individual, Sewerage Disp. Systems		* NA	* NA
Individual Wells		* NA	* NA
Viewing Test Pits & Soil Percolation Rates		* NA	* NA
Inspection of Food Service Establishments			0
Inspection of Mobile Home Parks			2
Dog Bites Reported by Animal Control Officer	4		
Cat Bites (or scratches)	1		
Raccoon Bites	0		
Rabbit Bites	0		
Complaints Received & Investigated			2
Foster Home Inspections			0
Child Care/Day Care Facility Inspections	1	0	1
Kindergarten/Nurseries	0	0	0

Respectfully Submitted,
Roderick W. Jones
Health Officer

Note: * NA-inspections were not performed due to the Building Dept.'s adoption of Well systems, and Septic systems inspections.

Litchfield Highway Department
2002 Annual Report (January 2002 - June 2002)

This year I submitted my resignation to the Board of Selectmen effective July 1. I have served the Town of Litchfield for 20 years and enjoyed working with the Pubic and the various Town officials.

I'm proud of the progress the Town has made during my tenure as road agent and some of my major accomplishments are listed below:

- Pinecrest Road from McElwain Drive to Hillcrest Road - Reclamation and full depth construction including drainage improvements and the reconfiguration of the intersection of Pinecrest Road and Hillcrest Road to improve safety at this location. The realignment of the Pinecrest/Hillcrest intersection created a small park area for the community. This project was designed to tie into the future reconstruction of the intersection of Route 3A and Pinecrest Road that was eventually completed by the NHDOT.
- Engineering design of Albuquerque Avenue from Page Road to the future connection to the Circumferential Highway at Route 3A. The plans are complete and ready for public bid.
- Engineering design of Albuquerque Avenue from Meadowbrook Drive to Hillcrest Road. This project has been publicly bid on two separate occasions but the voters have not appropriated funds for construction.
- Engineering design, public bid and construction of Colby Road from NH 3A south to NH 3A north.
- Engineering design, public bid and construction of Albuquerque Avenue from Stark Lane to Nesenkeag Drive.
- Engineering design, public bid and construction of Cutler Road from Bixby Road to Rotterdam Drive.
- Engineering design of Albuquerque Avenue from April Drive to NH 3A. A portion of Albuquerque Avenue from Morgan Road (gravel pit access road) to NH Route 3A and the associated widening of NH Route 3A that include shoulder widening, construction of a left turn lane, utility relocation and drainage improvements is being constructed by a private contractor, Continental Paving. This is part of the development of commercial properties (golf course and office/warehouse building), at the north end of Litchfield. It should be noted that Rick and Mark Charbonneau, owners of Continental Paving, negotiated the construction of this portion of the project, and this section of the road was constructed at no cost to the taxpayers.

I strongly recommend that the remaining section of Albuquerque from Morgan Road to April Drive and the associated pedestrian bikeway from Morgan Road to Bristol way be constructed in the near future.

Litchfield Highway Department
(January 2002 - June 2002)

- Reclamation and overlay of Page Road from the Litchfield Hudson town line to NH 3A.
- The addition of a Highway Garage facility including a first echelon Maintenance & Sign shop located at the incinerator building followed by construction of a combination salt shed and Highway equipment storage and repair facility.

Also completed were several minor reconstruction projects:

- Reclamation and paving of Louise Drive
- Reclaim and paving of a portion of Robin Avenue
- Widening of Albuquerque Avenue in conjunction with the new High School

As Road Agent, I was instrumental in the preparation of an application submitted by the NHDOT Municipal Highway Department to obtain funding through the Transportation Enhancement Act (TEA-21) for construction of a pedestrian/bikeway along the east side of Albuquerque Avenue from Hillcrest Road to Talent Road (approximately 12,000 feet). The state funded 80% of the money for design and construction and the Town was required to fund only 20% of the cost. This pedestrian/bikeway was constructed several years ago and is used and enjoyed by the residents on a daily basis. While I have been unable to obtain additional funding for more pedestrian/bikeway construction, funding under this program still exists. The town should continue to pursue funding to complete the pedestrian/bikeway from Simeon Lane to Pinecrest Road and eventually to the southern connection of Albuquerque Avenue at NH 3A.

Most recently, through my efforts, the NHDOT provided \$30,000 to study the impact to Litchfield and Hudson from the construction of the Airport Access Road and the Circumferential Highway. The study is in draft format and should be completed by March of 2003. The study was administered by the Nashua Regional Planning Commission and provides valuable data relative to future improvements to the Route 3A corridor.

The NH Block Grant Program, administered by the State Bureau of Transportation Planning, returns tax dollars to communities for road construction and maintenance projects. When I started as Road Agent the town received very little money under this program. I have made an effort every year to properly update the number of miles of Class V road in Litchfield and submit updated block grant forms each year to ensure that Litchfield always receives the maximum allotment allowable under the program. Currently the Town of Litchfield receives \$132,000 every year in State Block grant aid.

Based on a request to the Selectmen by the Highway Department in 2001, a contract was awarded to Bedford Design Consultants to create a Road Surface Management Plan. The consultant visited and rated all of the roads in Litchfield based on length and width of a street, traffic volume, condition of the road surface, drainage problems, ditch lines, shoulders, horizontal and vertical alignment criteria and sight distance problems. The information contained in the completed report will be used to prioritize the streets and determine the

need for funding and infrastructure improvements. Many Towns use this type of plan to prioritize street repair strategy and costs as part of their Capital Improvement Plan.

The Highway Department was instrumental in beginning the process of meeting the requirements of the federally mandated National Pollutant Discharge Elimination System (NPDES) permit. This permit is part of the Clean Water Plan. The new road agent and the Board of Selectmen will continue the completion of the permit.

Every year I receive comments from the residents in Town about how well the roads are plowed and maintained during the winter months. The people that do such a great job performing the winter maintenance duties for the Town should be recognized. Many of these folks live in Litchfield or the surrounding Towns. The Town of Litchfield Highway Department has no full time employees other than myself. The winter plowing is contracted out to individuals and companies that supply the trucks and personnel. The Town supplies and mounts the plow frame, plow, wing and sander on their trucks. The companies and people who do such a great job plowing and clearing our roads in the winter are as follows:

Five M. Enterprises	Maurice Morin
Eagle Paving	Mark Rielly (Eagle) Jeff Riendeau
Hamm Septic Services	Robert Gallien
M.J. Anger Ent., Inc.	Mark Anger Ronnie Buxton Dryan Hamel
Olde English Farms, Inc.	Kurt West Dick Rodonis
Joe Reed	

These individuals work well as a team and the quality work they perform is apparent after every snowstorm. I greatly appreciate all their hard work and it has been a pleasure to work with them over the years.

I would like to take this opportunity to thank the Police Chief, Thomas Iverson and the Fire Chief, Dwayne Hogencamp (and the former Fire Chief, Brent Lemire) and their personnel for their continued support and work with the Highway Department. I have enjoyed working and coordinating the efforts of the Highway Department with these individuals and hope the future Road Agent will enjoy the same level of cooperation that I have.

I also want to take this opportunity to thank the residents for their support of the funding necessary to accomplish the projects that were completed while I was the town's Road Agent. I hope you will continue your support with the new road agent and provide funding to ensure

Litchfield Highway Department
(January 2002 - June 2002)

the roadway infrastructure in Town remains well maintained.

In closing, I would like to thank the Town office staff, Terry Brodeur and Lori Dogopoulos, and the Administrative Assistant Cecile Durocher, for assisting me in performing my day to day duties as road agent and code enforcement officer. It has been a pleasure to work with them on a daily basis over the past years. Their help and support has been of great value in helping me carry out the duties as road agent.

I am still the Town's Code Enforcement Officer for the time being and continue to serve the town in that capacity.

Respectfully Submitted,
Roland E. Bergeron

Litchfield Highway Department
2002 Annual Report (November 2002 - February 2003)

I have had a busy few months since being hired by the Board of Selectman as Road Agent on November 4, 2002. Not only was I thrust into the snow removal/winter maintenance season, but also it was necessary to work on the 2003 budget requirements and warrant articles. Currently, I am working with the Board of Selectmen to operate the Highway Department within budget. I have formed a solid working relationship with the Board of Selectmen. In addition, I have followed through with projects originally engineered and initiated by Mr. Roland Bergeron and submitted the following to the Board of Selectmen:

- Introduced, with the assistance of Volmer Associates, Concord, NH, the mandatory Storm Water Program administered by the EPA. This program is intended to improve the Nation's waterways by reducing the quantity of pollutants that storm water picks up and carries into the drainage system. This program is a long-term project, which must be implemented over the next 5 years. The Board of Selectmen has approved this plan.
- Presented to the Board of Selectmen and Budget Committee, a proposed 10-year Road Surface Management program originally awarded to Bedford Design Consultants by Mr. Bergeron. Mr. Bergeron worked with Bedford Design Consultants on the framework of the plan. If followed, this plan will ensure the integrity of the road surface condition for each road within the Town. It is a Road Surface preventative maintenance program. A warrant article will appear on the ballot this year.
- Submitted to the Board of Selectmen from the Town of Derry a request to run a companion treated waste water line under Corning Road. This Inter-Municipal agreement will be beneficial to the Town of Litchfield as a way to upgrade the road surfaces and correct the water drainage problem on Corning Road at the present time.
- Natural gas main installation on Cutler Road from Rte. 102 to the new development on Fernwood Drive.
- The snow removal and winter maintenance has kept us busy this year, due to the heavier than average level of precipitation. The Town of Litchfield Highway Department does not have a full time staff, yet we take pride in providing safe, clean roads for the transportation of all residents and students. I would like to thank all the people involved with this endeavor beginning with Gil Fauteux, of the Litchfield Highway Department and all of our contractors:

M.J. Anger Enterprises Inc.
Mark Anger
Ron Buxton
Felix Farley
Glenn Taylor

Joe Reed

Litchfield Highway Department
(November 2002 - February 2003) cont.

Eagle Paving
Mark Reilly
Dan Vaillancourt

Olde English Farm
Kurt West
Dick Rodonis

Litchfield Landscaping
Donald Laliberte

It has been a pleasure working so closely with all of these men. Their professionalism has made the task enjoyable.

I would also like to thank the Police Chief, Thomas Iverson and his department for their assistance as well as the Fire Chief, Dwayne Hogencamp and his department. I look forward to their continued support of the Highway department throughout the coming year.

Additionally, I owe many thanks to the Town office staff especially Terry Brodeaur, Lori Dogopoulos and Cecile Durocher. Thank you for assisting me with all administrative duties and showing me around.

Special thanks must be expressed to Mr. Roland Bergeron who has supported and guided me in all aspects of the Road Agent position. He is a wealth of knowledge with over 40 years of experience. I look forward to working with Mr. Bergeron in the future.

As I have been appointed interim Road Agent, it is my intention to run for the position of Road Agent in the upcoming election. I have spoken with many residents in my short term in office and have assisted you in a professional and timely manner. I look for your support in the upcoming year.

Respectfully submitted,
Gerard J. DeCosta
Road Agent

Hillcrest Cemetery Association

NOTES TO FINANCIAL STATEMENT

December 31, 2002

The Hillcrest Cemetery Association is a non-profit association established on November 11, 1908, to improve and maintain the Hillcrest Cemetery located in Litchfield, New Hampshire.

CASH/SAVINGS

Checking Account - St. Mary's Bank	4,494.71	
Savings Account - St. Mary's Bank	5,242.41	
Certificate of Deposit - St. Mary's Bank	<u>9,208.05</u>	
		18,945.17

CONTRIBUTIONS

Town of Litchfield	400.00	
Sale of cemetery lots (23 lots)	<u>4,600.00</u>	
		5,000.00

INTEREST INCOME

St. Mary's Bank (NOW)	6.30	
St. Mary's Bank (Savings)	111.26	
St. Mary's Bank (CD)	<u>243.67</u>	
		361.23

INCOME STATEMENT

(As of December 31, 2002)

INCOME

Sale of cemetery lots	4,600.00	
Interest Income	<u>361.23</u>	
		4,961.23

OPERATING EXPENSES

Maintenance	1,888.70	
NH State Fee	36.00	
Rental (Safe Deposit Box)	50.00	
Bank Fees	<u>0.00</u>	
		1,974.70

Hillcrest Cemetery Association cont.

BALANCE SHEET

December 31, 2002

ASSETS

Cash	4,494.71
Savings	5,242.41
Certificate of Deposit	<u>9,208.05</u>

TOTAL ASSETS

18,945.17

LIABILITIES

- 0 -

EQUITY

Principal Fund	15,696.64
Net Gain	3,248.53

Treasurer's Report
Litchfield Hillcrest Cemetery Association
Warren W. Adams, Treasurer

Library Trustees Annual Report

The library has had a busy year with several projects in the works in addition to the regular pace of patrons and programs. While these projects varied from construction to computers, they all will benefit the library and its patrons.

The handicapped accessible addition, which includes a lift and bathroom, was completed this fall. The library also had the parking lot regarded, paved, and striped in conjunction with the construction at the library. With both of these projects completed we now have a library which is accessible to all residents of our town.

There are many thanks that go along with this project. First and foremost, a huge thank you to the Board of Selectmen for their continuing support of the project. The Trustees are grateful for the additional funding the library received to install a life safety code compliant egress and to complete perimeter drain work associated with the egress. Second, the Trustees would like to thank the Moms' Club for their donation of the baby changing station for the new bathroom. Third, thanks go to the Friends of the Aaron Cutler Memorial Library for their donation of the new book drop to go along with the new audiovisual drop box purchased by the library. Finally, thanks go out to the patrons for their patience with closings of the Young Readers' Room and the library while this project was being completed.

Another project that was completed this year was the purchase of approximately 20.8 acres of land north of the library property. The Board of Trustees would like to thank the Conservation Commission for purchasing this land. Through the land sale to the Conservation Commission the library was given the rights to non-wetland acreage abutting Route 3-A.

The Garden Club has begun a new project at the library. They will be planting new gardens in front of the library and adding a walkway from the parking lot to the front door. The project began this summer with the removal of the bushes in the front, the addition of loam, and new plants added. One half of the project will be a Fairy Garden for children, and the other half will be a Victorian Garden. The Trustees thank the Garden Club for undertaking this wonderful project.

A final project that is ongoing is the automation of the library catalog. The Trustees voted to close the library for a week this past fall in order to have more materials entered into the computer catalog. This week long closing, and possibly future closings, should help to expedite the computer cataloging of older library materials.

In closing, I would like to thank the staff, Director/Children's Librarian Vicki Varick, Adult Services Librarian Sarah Leonardi, and Library Assistant Cheryl Brigham, for their hard work and dedication. They provide a well-run library for all of the patrons. I would also like to thank my fellow board members, Vice Chairman Quentin Lewis, Treasurer Amy Goldstein, Secretary John Lazzarro, Steven Calawa, and Alternate Sheila Huston. The time that you volunteer for the meetings and projects is greatly appreciated.

Respectfully Submitted,
Michele Parzych

Aaron Cutler Memorial Library Director's Report

2002 was a year full of change and excitement. The handicap accessibility project that began in 2001 was completed in late spring. When the dust had cleared, the library was left with a Pro-Lift, a new handicap accessible restroom, and a full-size emergency egress on the lower level. Giving access to all three levels of the building, the lift is designated to transport those with permanent or temporary handicapping conditions that prevent stair climbing. Patrons who need to use the lift simply buzz the intercom for assistance. Patron response to the renovations has been extremely favorable. Outside, the parking lot was regraded, resurfaced and line-stripped. The Litchfield Area Garden Club then began an extensive landscaping project. The overgrown bushes were removed from the front of the building, a walkway was established, and flowerbeds were prepared and partially planted. A substantial portion of the project will be completed in 2003.

Once the building project was complete, programming began after a year's hiatus. This year's summer reading program, "Lions & Tigers & Books Oh My!" was a great success and lots of fun. Two-hundred-fifteen children participated in the many activities, including a reading club, arts & crafts, and contests. The highlight of the program was a performance by recording artist "Wayne from Maine." Held at the Litchfield Middle School cafeteria and attended by 141 people, Wayne Read provided an hour of fun music with plenty of audience participation. This performance was made possible by a grant funded by the NH State Library, the NH Council on the Arts, and the Saul O. Sidore Memorial Foundation, along with a donation from Jolt Electric & Oil Burner Service. Due to interior space limitations, many of the summer activities, including Story Times' Kid's Clubs, puppeteer Terri Shawver and the larger opening and closing programs, were held on the library lawn. Out of concern for the safety of the many children attending outdoor events, temporary orange safety fencing was installed around the perimeter of the property for the duration of the summer reading program. Regularly scheduled Story Time began again in the fall. Offered three times per week, Story Time is designed for children, age 3 through Kindergarten. Younger siblings are welcome to participate for as much as they are able.

Young Adult programming was expanded with this year's summer reading program, "Get Caught Reading." Along with the reading club, several events were added, including a scavenger hunt, a murder mystery pizza party, and a contest to name the YA fiction area, henceforth to be known as "The Really Small Book Room for Teens." Thirty-nine teens participated in the program, 12 of who volunteered to help with the children's events. Final prizes for the children's and young adult programs were provided by Tee Off at Mel's, McDonald's of Hudson and the Nashua Pride.

Adult programming also grew in 2002. The F.A.N. Club, or Favorite Author Notification Club, began early in the year. Club members tell us what authors they are interested in, and when a new book by that author arrives, they are automatically put onto the reserve list. A book discussion group, "All Booked Up," began meeting in June. Sponsored by the Friends of the Library, the group gathers on the 4th Wednesday of the month at 6:30p.m. to discuss their chosen book for the month. Books are provided to participants through the state Inter-Library Loan program. Finally, fifty-eight adults participated in the adult summer reading program, "Book Some Time For Yourself This Summer." Adults recorded the books they read and earned raffle tickets for prizes donated by area businesses.

Extensive evaluation and reorganization took place in the adult non-fiction area this year. Many unused books and titles containing inaccurate information were discarded to make room for new

volumes. A large number of titles were also reclassified to make them easier for patrons to find. An exciting new database package became available through the New Hampshire State Library for patrons to use through their Internet access at home. These general interests, health, and business resource databases contain reliable information not available for free with Internet access. The website, user ID, and password are available at the library to all cardholders.

Thanks to the generous donations of Lucienne Leafe, a large print fiction section has been started. Other large print titles are available through Inter-Library Loan.

The library provided a great place for teens to earn volunteer hours to satisfy a variety of requirements. Fifteen teenagers and ten adults volunteered, shelving books, preparing craft materials, helping with programs, and completing other small projects. In all, 259 invaluable hours were contributed to library.

The Friends of the Library continue to make great contributions to the library and its patrons. The Friends began the year by donating an audio/video return box to match the book return purchased in 2001. Both return boxes are now located next to the back entrance and are open 24 hours a day for patron convenience. February marked the 1st Annual Love Your Library Month celebration. Residents were asked to show their support by joining the Friends of the Library, donating money for materials, or contributing their used books for the annual sale. Girl Scout Troop #698 helped the group by decorating envelopes with valentine rubber stamps for an area mailing. Dinner for 2 and a movie was raffled off and the Library Board of Trustees held an appreciation reception for library staff and members of the Friends. Seventeen new members were added to the group and \$415.00 was raised for materials. This year's annual Book and Bake Sale was held during the freak snowstorm on May 18th. Everything was moved indoors for those who braved the wintry weather. For the second year in a row, a Porch sale followed for the next 4 weeks. Used books were left on the porch for patrons and passersby to peruse. While the sale drew a couple of negative comments in the HLN, the overall response was highly favorable. People visited the sale at all hours and left their money, as well as notes of appreciation, in the book return when the library was closed. The porch sale alone brought in \$194.00 and the Friends purchased 2 literature display racks for the new "Community Row," located in the upstairs hallway. Here residents will find sports registration forms, museum information, local college schedules and much more.

Other community contributions came from the Litchfield Women's Club and the Litchfield MOMs group. The Women's Club donated an activity pass to the Science Center at Squam Lake. The MOMs group donated a baby changing station for the new bathroom.

The library faces many challenges in the years ahead. Automation of the collection is of primary concern. Approximately thirty-six percent of the library's materials have been catalogued on the automated computer system. Currently, patrons do not have access to this system, which is the only source for materials added since 2000. Two patron catalog computers have been requested in the 2003 operating budget to alleviate this problem. The computer cataloging of older materials is also something that cannot be done during business

hours due to space and staff limitations. This year, the Board of Trustees voted to close the library during a typically slow week in October so staff could devote all their time to cataloging. This type of closure is something the public will see again periodically until the collection is complete. Patron requests for Internet usage is another challenge we are zeroing in on. Staff now has Internet access on one computer and plans are under way for 2003 to network all computers in the library making Internet access available to the public. The dim upstairs lighting has been brought to the attention of the Library Trustees by staff and a number of patrons and will be looked into in the coming year. Finally, space limitations continue to challenge library staff as we try to provide the community with the programs and materials they desire. Finding room for things like computer catalog stations, Internet computers, study and program areas, and comfortable seating for in-house reading are next to impossible as every inch of floor space is currently being used. Additional space for materials will only be achieved by adding height to shelving making access more difficult for patrons.

2003 Library Statistics

Due to the building renovation project, 2002 statistics do not represent a complete year of full usage. The addition of 24-hour return boxes also affected statistics by lowering the number of recorded visits to the library.

Visits	9,103	Materials Added	1,379
Average Visits/day	45	Purchased	840
Circulation	16,182	Gifts	725
Patrons Added	260	Materials Deleted	942
Total Materials	14,540	Total Patrons	3,931

Respectfully Submitted,
Vicki Varick

BALANCE SHEET
December 31, 2002

Assets

Current Assets:

Cash	\$ 2,989.54	
Savings	4,983.09	
Certificates of Deposits	<u>5,418.25</u>	
Total Current Assets		<u>\$ 13,390.88</u>

Total Assets		<u>\$ 13,390.88</u>
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Liabilities & Stockholders Equity

Current Liabilities:	\$ -
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Long Term Liabilities:	\$ -
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Equity:

Principle Fund	\$ 11,218.25	
Income Fund	\$ 2,610.27	
Net Income (Loss) After Taxes	<u>(437.64)</u>	<u>\$ 2,172.63</u>
Total Stockholders Equity		<u>13,390.88</u>

Total Liabilities & Stockholders Equity		<u>\$ 13,390.88</u>
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INCOME STATEMENT
For Twelve months ending December 31, 2002

Income

Contributions	\$ 672.00
Interest Income	<u>198.86</u>

\$ 870.86

Operating Expenses

Maintenance	\$ 644.00
Donation	280.00
Professional Fees	202.50
Flowers	132.00
Filing Fees	<u>50.00</u>

Total Operating Expenses

1,308.50

Net Income (Loss) After Taxes

\$ (437.64)

NOTES TO THE FINANCIAL STATEMENTS
December 31, 2002

Pinecrest Cemetery Association of Litchfield, NH is a non-profit association established to improve and maintain the Pinecrest Cemetery located in Litchfield, NH. It is on the cash basis of accounting with its year-end Decmber 31st.

CASH

Checkbook	\$ 2,989.54
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SAVINGS

\$ 4,983.09

CERTIFICATES OF DEPOSITS

Bank	Acct#	Rate	Expires	
			09-18-03	\$ 1,000.00
			09-24-03	<u>4,418.25</u>
				\$ 5,418.25

CONTRIBUTIONS

Town Trustees	\$ 672.00
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INTEREST INCOME

Savings/Checking	\$ 198.86
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Planning Board Annual Report

The Litchfield Planning Board is made up of volunteers appointed by the Board of Selectmen to serve the town in guiding and making recommendations related to the development of the municipality. 2002 was again a busy and challenging year for the Planning Board. Throughout the year the Board updated subdivision and site plan regulations, renewed and approved home occupation permits, approved new residential subdivisions, and continued to work on the Town Master Plan.

Presented for our review were numerous applications for subdivision that generated over 46 new residential building lots. The approval of 1 new "Housing for Older Persons" and 25 new building lots accounted for this new development.

Highlights for the year include finishing the Town Master Plan as well the draft of a new Aquifer Protection Ordinance.

2003 will see the Planning Board finishing the work on an Aquifer Protection Ordinance to protect the existing and potential ground water resources of Litchfield with the assistance of the Nashua Regional Planning Commission.

The Litchfield Planning Board is proposing to the voters the following Zoning ordinance changes:

- Revise the Growth Management Ordinance for clarity when making its semi-annual certificate allocations.
- Revise and reword the Housing For Older Persons Ordinance to clarify and simplify the definition section, Open Space section, accessory use section, site plan approval section and Exemptions section, growth management.
- Adoption AQUIFER PROTECTION ORDINANCE

Many thanks for the continued support and guidance from the Board of Selectmen and staff, NRPC, Town Clerk's Office, Building Department, Litchfield Police and Fire Departments. The Board welcomes our new recording secretary, Alison Douglas, and thanks Marge Dabrowski for her service as our previous recording secretary. The Planning Board welcomes potential new members and community members to attend our meetings. Your input is needed and your contribution is valued to the future and development of the Town of Litchfield.

Respectfully Submitted,

Alfred Raccio	Chairman	2003
John Blackadar	Vice-Chairman	2003
Peggy Drew	Clerk	2004
Frank Byron	Selectmen' s Rep.	
Ray Peeples	Alternate, Conservation Commission Rep.	
Mary Ann Geist	Alternate	2004

Respectfully,
Alfred C. Raccio
Chairman

Annual Report of the Nashua Regional Planning Commission to the Town of Litchfield

The Nashua Regional Planning Commission (NRPC) provides transportation, land use and environmental planning services and technical assistance to twelve Hillsborough County communities. NRPC stands ready to assist its member communities with any planning and transportation issues of concern. We at the NRPC are grateful for the participation of Litchfield's NRPC Commissioners: Pat Jewett and Andy Prolman. The following is a summary of our accomplishments on behalf of the Town in FY 2002:

Transportation

NRPC, as the designated Metropolitan Planning Organization (MPO) for the region is responsible for developing and maintaining the region's transportation planning program. This includes soliciting, prioritizing, and making recommendations on regional and local transportation projects that are funded through Federal or State sources. In addition, NRPC is responsible for developing the region's portion of the State's Transportation Improvement Program (TIP) and for conducting the required air quality analyses.

- Continued to update and maintain the regional traffic model. The model forecasts growth in traffic throughout the region, and enables NRPC, NHDOT and consultants to evaluate the effects of proposed transportation projects.
- Begun a comprehensive town-wide traffic study for both Litchfield and Hudson using Vollmer Associates LLP as consultants. The project will identify needed traffic improvements in both communities associated with major planned transportation improvements.
- Conducted automated traffic recorder counts at over 150 locations throughout the region during the course of the year. The Nashua Area Traffic Count Summary is published annually and distributed to the communities.
- Surveyed all new roads in the region by community and collected information including width, number of lanes, miles of Class V roads, and other pertinent information. This information is used to determine local allocations for Block Grant funding and other available transportation funds.
- Published "Access Management Guidelines", a training tool for Planning Board members and local officials using examples from the region.
- Identified a need for traffic improvements at the intersection of Hillcrest Road and NH 3A. NRPC worked with the NH DOT District Engineer to identify a feasible design for the improvement. NRPC staff then prepared a grant application for a special 100% state fund, submitted the application and successfully lobbied at the state level for the programming of the project.
- Advocated for and continued to be a key participant in the State's efforts to extend commuter rail service to the region. Preliminary engineering on the project will be completed later this summer, after which the project will move into the final design phase. Since last year the project was awarded significant funds by the State and Federal government.
- Began the process of updating the region's "Bicycle and Pedestrian Plan," which should be completed by June 2003.
- Began the process of updating the region's "Transit Plan," which also should be completed by June 2003.

Annual Report of the Nashua Regional Planning Commission to the Town of Litchfield cont.

Land Use and Environmental Planning

NRPC provides technical assistance on land use and environmental issues to planning staff, and to the Planning Board and Conservation Commission.

- Provided staff support to the Planning Board. This included conducting development review and drafting amendments to land use regulations.
- Assisted the Lower Merrimack Advisory Committee with the citizen water quality monitoring program and the review of plans involving wetland permits and development proposals that may impact the River.
- Completed the "Model Non-Residential Site Plan Regulations" and accompanying explanatory text for Planning Board members in the region.
- Provided technical assistance to the Town for its applications to the Land and Community Heritage Program (LCHIP).
- Summarized available 2000 census data by community and published it on our website as the "NRPC Census 2000 Profile."
- Completed a final draft of the 2002 NRPC "Regional Plan." The Plan is to be used to reinforce local planning goals and to provide guidance for NRPC in making policy decisions and developing its work programs and grant funding priorities.
- Provided extensive technical assistance to local staff, planning board members and conservation commission members on all aspects of land use and environmental planning.
- Hosted training for new planning board members on the elements of subdivision design and engineering review.
- Tracked housing sales by community for each quarter of the year and summarized the results on our website.

Geographic Information Systems (GIS)

NRPC continues to maintain a diverse collection of GIS data including local roads, real property parcels, zoning, land use, and environmental conditions. This data was used in general mapping and analysis for local and regional projects.

- Updated the Statewide conservation lands database to capture new or missing conservation areas since 2000.
- Completed process of mapping agricultural lands in the region in the 1970s and in the present for the purpose of demonstrating loss of, or changes in this resource.
- Incorporated new aerial photography into the GIS system.
- Maintained the NRPC point database for major employers.
- Incorporated Census 2000 data into the GIS system.
- Mapped quarterly real estate transactions for the years 2000-2001 in order to monitor residential sales trends.
- Addressed numerous general mapping and information requests from Town officials and the public.

- Positioned new roads in Litchfield in order to update the Town base map and road inventory for 2002.
- Tracked and mapped the location of local licensed child care facilities.

Respectfully Submitted,
Andrew Singelakis,
Executive Director

Litchfield Police Department

Annual Report for 2002

Honorable Members of the Board of Selectmen
Litchfield Residents

Ladies and Gentlemen:

Another busy year has passed by. During the year 2002, the police department has been actively involved with the office of emergency management for the Town. Chief Hogencamp, the town's emergency management director, has been holding meetings each month with all department heads and the Board of Selectmen to discuss and plan an emergency mock disaster for the coming year. As police chief, I feel that the time is right to hold a mock disaster to test our readiness before a real disaster strikes our town.

The Board of Selectmen has authorized the formation of a joint loss management committee that will consist of each department head and a department employee. The purpose of this committee will be to address any safety issues that arise from each department and to report our findings to the Board of Selectmen for any action they feel appropriate.

I want to welcome Mr. Larry Sott as our new volunteer Webmaster. Larry has put in many hours in updating the content, architecture and layout of our website. Please check us out at www.Litchfieldpd.com. Your comments and suggestions are welcome.

As you read the department roster, you will see that we have a new part-time officer, Cynthia Connolly-Repole. Officer Connolly-Repole replaces part-time officer Cheetham, who took a full-time police position with the Londonderry Police Department. Part-time officer Christopher Blastos was made a full-time officer with the resignation of Officer Paul Dwyer. Again, I want to welcome Officer Blastos to the full-time ranks and Officer Repole to the part-time ranks.

As you read through our statistics, you will see that we are feeling the growing pains of our town. One major case was a sexual assault perpetrated against a female jogger on the bicycle path. This case was quickly solved by the extra efforts put into the investigation by Officer Joseph O'Brion.

We also had our first motor vehicle fatality in over 9 years. This accident was due solely to the weather conditions and not operator conduct.

Another area of complaints came from owners of private property and farm land about the operation of All Terrain Vehicles (ATV) trespassing and destroying their land. I have put together a warrant article for the purchase of an All Terrain Vehicle (ATV) and trailer. This ATV will enable us to patrol and respond to these complaints in a timely manner. Right now, we have to call the State Conservation Office to have a conservation officer respond with their ATV's to assist us. This takes time and we will not always have a conservation officer available when we need him/her.

You will also see a warrant article for the purchase of new radio equipment. We are updating our equipment to be compatible with the rest of the State. At the present time we have five

Police Department cont.

new mobile radios, nine new portable radios and one new console radio. These radios have been purchased through a State Grant costing the Town no tax dollars. Each town and city in the State of New Hampshire has been authorized so much equipment based on its population. Even with the new radios, we are having problems communicating in certain areas of town. The only way to solve this problem will be by purchasing and installing a new repeater and receivers and placing them strategically in Town. We need to make our officers safe when performing their assigned duties. Proper communications between the station, county, state and each other is a vital part of our responsibilities to our officers. So please help us by voting yes on this warrant article.

Again this year I want to address our officer's salaries as they are earned and not just the gross amount for end of year report.

Officer	Annual	Overtime	Details
Lt. Gaudet	\$ 51,812.80	\$ 4,728.61	\$ 2,575.75
Lt. Mittlete	\$ 52,352.00	\$ 4,695.60	\$ 3,840.75
Master Patrol Officer Donnelly	\$ 46,322.01	\$ 7,679.15	\$ 4,052.00
Master Patrol Officer O'Brion	\$ 46,311.92	\$ 6,291.97	\$ 3,379.25
Officer Elliott	\$ 33,234.28	\$ 7,317.50	N/A
Officer Savage	\$ 35,149.20	\$ 2,145.25	\$ 2,101.00
Officer Paquette	\$ 34,674.88	\$ 7,511.60	\$ 10,628.50
Officer Blastos	\$ 22,586.41	\$ 2,628.15	\$ 6,273.38

I want to thank the entire police department for a job well done. You have indeed, made Litchfield a better place to live. I look forward to the year 2003 and the challenges it will bring.

I cannot say enough about the Police Activities Committee and the hard work they do in keeping the police department active in community activities, and their dedication to the Litchfield D.A.R.E. program. It is through their golf tournament that all the monies are raised to run the D.A.R.E. program without using tax dollars. I look forward to working with the PAC in the year 2003.

I would like to thank the Board of Selectmen for their support and guidance, the continued assistance we receive from other Town Departments, and most important, the support we receive from the citizens of our great town.

Respectfully Submitted,
Thomas F. Iverson Jr.
Chief of Police

TABLE OF ORGANIZATION

CHIEF OF POLICE	Thomas F. Iverson Jr.
ADMINISTRATIVE LIEUTENANT	James R. Gaudet
PATROL LIEUTENANT	Gerard A. Millette

PATROL DIVISION

Officer David A. Donnelly	Master Patrol Officer - D.A.R.E. Instructor
	Assistant Prosecutor - Vehicle Maintenance
Officer Joseph E. O'Brien	Patrol Officer - Field Training Officer
	Assistant Investigator, Assistant Prosecutor
Officer Matthew Elliott	Patrol Officer - Field Training Officer
Officer Paul Paquette	Patrol Officer - Tactics Instructor & Firearms Instructor
Officer Christopher Blastos	Patrol Officer - Regional Special Operations Unit Member

SCHOOL RESOURCE OFFICER

Officer Heath Savage	School Resource Officer - D.A.R.E. Instructor
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CRIMINAL & LEGAL DIVISION

Lieutenant James R. Gaudet	Detective - Prosecutor
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ADMINISTRATIVE SERVICE DIVISION

Sharon A. Harding Reed	Secretary - Dispatcher
Paula Diviny	Secretary - Dispatcher
Carol Bessette	Secretary - Dispatcher (part-time)

PART TIME OFFICERS

Officer Robert D. Bennett	Officer Shaun Mulholland
Officer Steve Harris	Officer Brian Soraghan
Officer Frank Jones	Officer Cynthia Connolly-Repole
Officer Brain Hoey	

SUPPORT SERVICES

John Pinciario	Selectmen Representative
Gerald Pilon	Animal Control
Rev/Lt. Fr. Dennis Broussard	Department Chaplain
Arthur Wonson	Building Maintenance
Tom Lorden	Helicopter Search & Rescue (Volunteer)

Police Department cont.

Report of the Administrative Lieutenant

The Administrative Lieutenant reports directly to the Chief of Police, and is responsible for investigations, prosecution, accreditation and professional standards, the School Resource Officer, communications division, grant writing and other such duties as assigned by the Chief. The criminal Division comprises of three functions: legal bureau, detective bureau and crime prevention bureau. Most importantly, the Administrative Lieutenant serves as the Officer-In-Charge of the department in the absence of the Chief of Police.

Detective Division

The role of criminal investigation is critical as a support service to the patrol division function of the department. In a small agency such as ours, the patrol division is the backbone of the department. Whether conducted personally or simply overseen, all investigations are the ultimate responsibility of the Administrative Lieutenant, who must report to the Chief. A patrol officer may take a theft report and then rotate to a different shift where he/she can no longer adequately follow up on his/her case, or the case may require some technical expertise or insight available from a supervisor.

Typically, most crimes investigated by the department include thefts, vandalism or criminal mischief and assaults. However, Litchfield has seen pretty much every type of case imaginable—from sexual assault investigations to untimely deaths to drug cases to more involved matters. Additionally, administrative or internal investigations are handled here, as well as the investigation of pistol permit applications and pre-employment background investigations for department employees.

In 2002, there were three pre-employment background investigations done. These are very involved and time-consuming, but if thoroughly conducted at the beginning, spare the Town the later costs of hiring a marginal or poor employee. Often times, such an investigation yields a recommendation not to hire a candidate. You can be assured that current hiring practices, including background investigations, result in the hiring of the finest candidates available for the Town.

There has been a marked increase in the volume of pistol permit applications, particularly after the tragic events of September 11, 2001. In 2000, there were only 45 pistol permit applications, as compared to 67 applications in 2001. As of December 15th of this year, there have been 75 pistol permit applications investigated. Ten (10) sexual offenders were registered in Town over the course of the year, and at the present time there are no Megan's Law Offenders currently registered in Town.

Other offenses or incidents investigated include two forgeries, twenty-one bad check cases, ten burglaries, nine felony level sexual assaults, two felony level assaults, two untimely deaths and a variety of other matters.

The Bureau has worked with various local, state, and federal agencies throughout the year on matters of mutual interest and importance. In a case continuing from 2001, the department assisted federal authorities in an investigation in connection with alleged civil rights violations.

Search warrants were sought, secured and served in several other criminal matters at various times and locations in Town on local cases throughout the past year, dealing with drug cases, assaults, and firearms matters.

Of some note this past year was a June 14th vehicle arson that investigation with Manchester and the State Fire Marshal's Office quickly linked to an attempted homicide in Manchester. One suspect has already filed a notice of intention to plead guilty in Superior court for his role in the arson fire in Litchfield, and the second defendant, is incarcerated in jail pending his trial in March 2003 on various criminal charges, including attempted murder.

The bureau also handled a tax evasion case for and at the request of the NH Department of Justice (Attorney General's Office), and handled the investigation that led to the arrest and prosecution of a former Campbell High School teacher for assaulting several female students at that school.

Legal Bureau

As of December 16, the Bureau had filed over 400 adult complaints in the Merrimack District Court. There were an additional 44 juvenile petitions filed there as well - down from the 60+ from last year. Litchfield Police Department personnel attended and testified at more than a half dozen administrative license suspension hearings throughout southern New Hampshire, and there were thirteen felonies pending or disposed of before the Superior Court. One such case involved the prosecution of a subject, for a sexual assault perpetrated against a female jogger on the bicycle path near Campbell High School. Through the excellent investigation done by Master Police Officer Joseph O'Brion, not only was a Litchfield crime cleared, but it led Nashua Police to a prime suspect in a vicious and random attempted kidnapping and rape case occurring in their city.

As of the writing of this report there were 46 Driving While Intoxicated offenses charged and prosecuted by the Litchfield Police Department in 2002 - down from last year, 2 Habitual Offenders, 38 suspended or revoked driver offenses, and 139 speeding complaints.

Litchfield has not experienced a fatal accident or death related to speed or alcohol in recent history- which can be attributed to aggressive enforcement on traffic laws, as well as random patrol techniques. The end result - while not always popular with motorists who may receive a citation or be arrested for a driving offense, is a community with safer streets. This is a goal, which we should all seek. I do regret to report that the department did respond to and investigate a fatal accident on Route 3A on November 27th. The investigation ultimately led to a finding that this accident was solely weather-related and the department declined any prosecutions out of this accident.

Crime Prevention and Community Relations

These two critical functions go hand-in-hand in a department with a community policing orientation such as ours. Improved community relations lead to more willingness by citizens to work with the department to identify and solve various issues that affect their quality of life and community.

Police Department cont.

Crime Prevention and Community Relations cont.

In the past, the department sponsored such functions as bringing local Girl Scout Troops to a magic show at the New Hampshire Police Academy or bringing students to a D.A.R.E. day at the races at the International Speedway in Loudon. Some items of note this year, four Litchfield Police Officers participated in the annual Torch Run for Special Olympics as it went through town. On an ongoing basis, tours of the police facility are given, or Litchfield Police Department personnel are sent to deliver talks to various civic groups in town. At the request of a resident or business owner, a Litchfield Police Officer will conduct a security survey of your home or business. Engraving tools and kits are available, free of charge, to be loaned to identify property and valuables, and several people took advantage of that program this year. Once again, the department purchased reflective Halloween bags to give away to Litchfield children, and a supply of useful crime prevention literature was purchased on several current topics, and these are available at the department.

In closing, I would like to remind everyone that the department does not function in a vacuum. Input, suggestions, criticism, and support is always sought in an effort to improve the department. I invite you to visit the departments website at www.litchfieldpd.com for information, or contact the department with any questions, comments or concerns. I want to thank the residents for their continued support of the department and its mission, and congratulate and thank the staff of the police department for their efforts this past year.

Respectfully Submitted,
James R. Gaudet
Administrative Lieutenant

School Resource Officer

The School Resource Officer Program is a nationally accepted program involving the placement of a law enforcement officer within the educational environment on several different levels. My name is Officer Heath H. Savage and I am in my second year with the Litchfield school system.

I am involved in a variety of different functions as the School Resource Officer. First, and foremost, as a visible, active law enforcement figure on campus dealing with any law-related issues. I also serve as a classroom resource for instruction in the following areas: law related education, violence diffusion, safety programs, alcohol and drug prevention, crime prevention, and other valuable areas.

I work as a member of the faculty and administration team working hand-in-hand to solve problems in the school community, as well as a resource for the students ensuring their association with a law enforcement figure in their environment. I am a valuable asset to teachers, parents, and students for conferencing on an individual basis discussing problems or questions and as a counseling resource in areas which may affect the educational environment but may be of a law-related nature.

I have several different goals as the Resource Officer. My goal is to bridge the gap between the police and young people and increase positive attitudes toward law enforcement. I want

to teach the value of our legal system, promote respect for people and property, reduce juvenile crime by helping students formulate an awareness of rules, authority and justice. I have also taken a personal interest in students and their activities. I am currently serving as an assistant coach on both the junior varsity and varsity boy's basketball teams at Campbell High School. I give a realistic picture of our laws and legal system so they will have an investment in supporting and improving it. I also teach our students how to avoid becoming a victim through self-awareness and crime prevention.

Another function of the School Resource Officer is to teach the D.A.R.E. program. I have been teaching D.A.R.E. for two years. D.A.R.E. (Drug Abuse Resistance Education) is a collaborative effort by D.A.R.E. certified law enforcement officers, educators, students, parents, and the community to offer an education program in the classroom to prevent or reduce drug abuse and violence among children and youth. The emphasis of D.A.R.E. in grade five is to help students recognize and resist the many direct and subtle pressures that influence them to experiment with alcohol, tobacco, marijuana, inhalants or other drugs or to engage in violence.

The D.A.R.E. Program offers preventive strategies to enhance those protective factors, especially bonding to the family, school and community—which appear to foster the development of resiliency in young people who may be at risk for substance abuse or other problem behaviors. Researchers have identified certain protective and social bonding factors in the family, school, and community that may foster stability in young people, in other words, the capacity of young people for healthy, independent growth in spite of adverse conditions. These strategies focus on the development of social competence, communication skills, self-esteem, empathy, decision-making, conflict resolution, sense of purpose, independence and positive alternative activities to drug abuse and other destructive behaviors.

I have also taken a personal interest in students and their activities. I am the current boys freshman basketball coach at Campbell High School and I am still serving as a volunteer assistant coach on the varsity and junior varsity boys basketball teams at the high school.

Respectfully Submitted,
Heath H. Savage
School Resource / D.A.R.E. Officer

This is the second year for the D.A.R.E. Program at Saint Francis of Assisi School. As a D.A.R.E. instructor, I felt the need and compassion to take up the important task of teaching the Fifth grade class how to prevent or reduce drug abuse and violence among children and youth. I try to help our kids to recognize and resist the many and subtle pressures that influence them to experiment with alcohol, marijuana, inhalants or other drugs or to engage in violent acts.

The children of today are the leaders of tomorrow, and we are never too old to learn how to lead a better life for ourselves and others.

Respectfully Submitted,
David A. Donnelly
Master Patrol Officer & D.A.R.E. Instructor

Police Department cont.

Patrol Division

The Patrol Lieutenant reports directly to the Chief of Police and is responsible for directing and supervising the patrol function of the department. In addition, the Patrol Lieutenant is responsible for scheduling our officers for duty, time off, and training classes and schools. The Patrol Lieutenant is also tasked with supervising the training function of the department and for other such duties as assigned by the Chief of Police.

Since the events of September 11, 2001, the role of a law enforcement officer has changed significantly. Since that date we have been a Nation that is at war. However, this war does not have clearly defined borders or an enemy that wears a clearly distinguishable uniform. Also, unlike other wars in our Nation's history, it is reasonably certain that significant numbers of enemy troops have entered this Country and are simply waiting for orders and a chance to implement their orders.

As police officers we cannot only be concerned with criminals and the crimes that they commit, but we must concern ourselves with those enemy troops and their allies. So when a police officer stops a motor vehicle in the early morning hours they must be concerned with the potential threats that stop may expose them to in light of these new realities.

Your patrol officers continue to be vigilant in the enforcement of the State's motor vehicle and criminal laws. Your police officers continue to issue many more written warnings than summonses, which means that they are continuing to exercise sound judgment and discretion in discharging their responsibilities. They continue to be effective in removing impaired drivers from the roads. They also continue to identify and remove those drivers whose licenses have been suspended or revoked.

The Town of Litchfield experienced a slight increase in the number of motor vehicle crashes in 2002. A significant number of the most recent crashes were weather related. The Town of Litchfield recently experienced its first fatal motor vehicle accident in several years. This tragedy was caused by snowfall and slippery roads and not by reckless operation of the vehicles involved as you might think. Your patrol officers will continue to strive to make the roadways in Litchfield as safe as possible.

I would like to take this opportunity to make a plea on behalf of all First Responders, Police, Fire and Medical. Please check your mailbox and make sure that your house number is clearly marked with reflective numbers on both sides of the mailbox. These numbers should be at least three inches tall so that they can be easily seen at night by the operators of the various emergency vehicles that may be called to your house in an emergency. Doing this one simple thing will enhance our ability to provide you with the best possible service in the shortest amount of time.

Communications Division

Our communications center is now staffed with two full-time dispatchers and one part-time dispatcher.

The communications center is open Monday through Friday from 7:00 a.m. to 11:00 p.m., holidays excluded. At all other times, the dispatching function is handled by the Hillsborough County Sheriff's Department in Manchester.

As a communications center, we not only provide dispatching services but are responsible for all requests for information and reports, processing department arrests, incident reports, accident reports, as well as summonses, warnings, pistol permit applications and court correspondence, including all correspondence for the Chief of Police.

The services we provide to either officers or citizens in need of assistance, respectively are innumerable. During the year 2002, we provided service to 2,152 citizens that came in to the station needing assistance. We also answered 19,261 phone calls for service.

These figures do not include phone calls or citizens walking in that the officers handle after 11:00 p.m. and on weekends and holidays. We are dedicated to providing quality service to the citizens of Litchfield by working cooperatively with you, striving to consistently find ways to promote and deliver a feeling of security, safety and quality service to all, being courteous and respectful at all times.

We look forward to serving you, learning from you and working with you for the betterment of the Town of Litchfield, committing ourselves to a partnership with the community.

Respectfully Submitted,
Sharon A. Harding Reed
Secretary/Dispatcher

Career Enhancement

Your police department continues to increase the professional competence of your police officers through a variety of training classes that they have attended throughout 2002. Some of the classes and courses include:

- Emergency Response to Criminal/Terrorist Incidents
- State & Local Anti-Terrorism Training Conference
- Firearms Instructor
- CPR-AED (Automatic Electronic Defibrillator)
- Terrorism Awareness
- Firearms Safety
- Annual Firearms Qualifications
- Chemical, Ordinance, Biological, Radiological (COBRA) Responder School
- ASP Baton Instructor
- Advanced Defensive Driving
- Robbery/Burglary Investigation

Police Department cont.

Career Enhancement cont.

Since the events of September 11, 2001, the outpouring of support for Police, Fire and Medical personnel has been overwhelming. It has been my privilege to serve the people of the Town of Litchfield for over twenty years. The people of Litchfield have always been, and continue to be, supportive of their emergency responders. I commend you for that support and I thank you.

Respectfully Submitted,
Lt. Gerard A. Millette
Patrol Commander/Training Officer

Firearms Training

In the spring of 2002 I was chosen to attend the Firearms Instructor School at New Hampshire Police Standards and Training. The school was challenging and I was able to bring back the latest information and training methods to our officers at the Litchfield Police Department.

Our newest full time police officer has been chosen to represent the Litchfield Police Department as part of the Southern New Hampshire Special Operations Unit. The Special Operations Unit is made up of officers from Derry, Hudson, Litchfield, Londonderry, Pelham, Raymond, Salem, Windham and the New Hampshire Police Standards and Training Council. The unit responds to "High Risk" incidents that occur within our towns.

I would like to take this opportunity to thank the Hudson and Pembroke Police Departments for allowing us to use their outdoor ranges for training this year.

A reminder to all gun owners to keep your firearms locked away at home and separated from the ammunition. There is a new law which holds gun owners responsible for negligent storage of firearms, RSA 650-C:1 Negligent Storage of Firearms. Lets make the year 2003 a very safe year.

In closing I would like to thank the Litchfield residents for their continued support of our police department and if anyone has any questions about firearms, please give us a call.

Respectfully Submitted,
Officer Paul Paquette
Firearms Instructor

Chaplain's Report

Father Dennis Broussard of St. Francis of Assisi Church has taken the position of police chaplain.

In the absence of Father Dennis Broussard we have the services of Hudson Police Department Chaplain, Pastor Dave Howe.

In that Rev. Broussard is new with the police department, he will not have a report for this year.

Respectfully submitted,
Thomas F. Iverson Jr.
Chief of Police

Police Activities Committee

MISSION STATEMENT

The goal of the Police Activities Committee is to bring programs and events to the community. To enhance and strengthen the relationship of the police department with the community. To develop a mission and strategies to implement programs and events.

YEAR 2002 EVENTS

The Police Activities Committee (PAC) sponsored many events in 2002, the largest being the third annual D.A.R.E. golf tournament. We hosted the tournament at the Passaconaway Country Club, and are happy to say that we had a full tournament. Unlike the past two years, the weather for the 2002 tournament was sunny and breezy, and a great time was had by all. We are proud to announce that we were able to raise and donate a sum of \$5,900.00 to the Litchfield Police Department D.A.R.E. program. We would like to thank the hole and green sponsors, the players and all the volunteers for coming out and making our tournament a big success. A special thank you goes out to Tom Lorden for donating his time and his helicopter for our 50/50 fund raiser helicopter drop. Tom has been with us since the beginning and has certainly helped to make the Litchfield D.A.R.E. tournament a unique and worthwhile experience. The PAC stayed busy during the year with the following events:

JANUARY

Sponsored a Snowmobile Safety Course that was held at LMS.

FEBRUARY

Assisted the Litchfield Police Association with their annual spaghetti dinner.

MARCH

Sponsored our 2nd annual Police Employee of the Year. Lieutenant James Gaudet was the recipient of this award. A certificate of Appreciation was awarded to Lt. Gaudet as well as a plaque that is on display at the police department. A reception was held at the Police Department for Lt. Gaudet and his family and PAC presented a small gift to him. The Board of Selectmen and members of the police department and their families participated in the festivities.

APRIL

The entire committee was very busy working on the upcoming golf tournament.

MAY

We held our third annual D.A.R.E. golf tournament. We would like to extend a special THANK YOU to all the volunteers that come and help out every year. You certainly are a big part of our success.

JUNE

PAC attended the Selectmen's meeting and donated the proceeds from the golf tournament to the Board of Selectmen for the explicit use of the Litchfield D.A.R.E. program.

PAC held its annual cookout for its members and their families to celebrate its achievements during the year and to just say thank you for doing so much to help out our police department. Also invited were the volunteers that help out all year and the Board of Selectmen.

JULY

PAC took a break for the month.

AUGUST

We renewed our membership with the One Hundred Club of New Hampshire. The One Hundred Club of New Hampshire was formed to assist the families of Police Officers and Firefighters who die in the line of duty. This assistance includes, but is not limited to college scholarships, financial aid, and family counseling. We are very proud to be members of this fine organization.

SEPTEMBER

September was an organizational meeting to plan for the coming months.

OCTOBER

PAC sponsored the annual Halloween Open House at the Police Department. We passed out treats to the children and hot chocolate, coffee, cider and snacks were enjoyed by all. We would like to thank Chief Iverson, Lt. Gaudet, and the many police officers and their families that were on hand to give tours of the police station and assisting PAC with the treats.

We would also like to thank the Litchfield Fire Department for sending one of their fire trucks and three of their firefighters in helping us celebrate our open house on Halloween. It is always a treat for the children to be able to climb in and out of a fire truck and to have all their questions answered.

A sub-committee was formed to start working on the Third Edition of the Litchfield Police Departments Trading Card Program. The program has been used to introduce the community of Litchfield to their police officers, as well as promote positive messages to the children of Litchfield. This is an expensive program that is funded solely by community donations. We plan on introducing the Third Edition at the 4th Annual Spaghetti Dinner scheduled for Saturday, February 1, 2003.

NOVEMBER

PAC held its annual Pancake Breakfast.

DECEMBER

PAC donated two toys to the Litchfield Women's Club Annual Breakfast with Santa.

PAC sponsored a child from the Litchfield Community Church Christmas Tree.

Police Activities Committee Membership

PAC is made up of many volunteers, which include:

Diane Iverson	Chairperson	
Sharon Harding Reed	Co-Chairperson	
Brian Southmayd	Secretary/Treasurer	
Sue Rafferty	Publicity	
Lucy Pettyjohn	Publicity	
Elana Ayer	Sargeant at Arms	
Gilles Bard	Advocate	
Tom Cavanaugh	Lt. James Gaudet	Isabelle Hall
Julie Gibbons	Carolyn Hovey	Mike Pettyjohn
Off. Heath Savage	Lucy Pettyjohn	

If you would like to know more about the Police Activities Committee, please call the Police Department at 424-4047 for information.

Respectfully Submitted,
Police Activities Committee

2002 Offense Log Statistics

	2001	2002		2001	2002
Arrests			Identity Fraud	0	3
Adult	291	209	Illegal Night Hunting	0	1
Juvenile	84	54	Interception of Communications	0	1
Protective Custody	60	13	Interference with Custody	0	1
Abandoned 911 Calls	90	90	Intimidation	0	1
Alarms	204	190	Involuntary Emergency Admission	2	9
Animal Complaints	113	69	Issuing Bad Checks	21	21
Arson	2	8	Kidnapping	0	1
Assaults (All)	63	89	Loitering	0	7
Assist Other Agencies	121	92	Lost Property	7	18
Attempt to Commit Abduction	0	1	Medical Emergency	99	116
Attempt to Commit Fraud	2	1	Missing Persons	18	7
Attempted Suicide	3	4	Neighbor Disputes	0	7
Bench Warrant	23	13	Noise Complaints	38	57
Burglary	11	10	Obstructing Report of a Crime	2	5
Burglary, Attempt to Commit	0	3	Open Door/Unsecured Premise	91	127
Carry Loaded Handgun W/O Permit	3	1	Paperwork Service	143	130
Child Neglect	3	6	Pawn Shop Sales	53	14
			Pistol Permit Applications	71	77
			Police Information	272	285

Police Department cont.

Child Pornography	0	2	Police Service	251	218
Civil Standby	35	42	Possession of Alcohol	18	3
Criminal Liability/Conduct of Another	0	5	Possession of Tobacco by a Minor	9	6
Criminal Mischief	73	117	Prohibited Sales	14	2
Criminal Threatening	28	30	Receiving Stolen Property	2	4
Criminal Trespass	27	62	Resisting Arrest	5	8
Cruelty to Animals	3	3	Runaways	25	15
Default Breach of Bail Conditions	15	6	Selling Air Rifles to Young Persons	0	1
Disorderly Conduct	33	38	Sexual Offender Registration	9	10
Display of Fireworks	8	4	Shoplifting	0	1
Dog Bites	7	6	Solid Waste Permit Required	0	1
Dog a Menace, Nuisance or Vicious	17	26	Stalking	2	6
Dog Control Law/Running at Large	56	68	Suicide	0	1
Dog License Required	14	10	Suspicious Activity	67	57
Domestic Disturbance	41	78	Suspicious Persons	55	45
Drug Law Violations	82	34	Suspicious Vehicles	58	85
Endangering the Welfare of a Child	0	2	Theft (Miscellaneous)	65	87
False Imprisonment	1	1	Theft, Attempt to Commit	0	2
False Public Alarm	0	2	Theft of a Motor Vehicle	5	3
False Report to Law Enforcement	3	3	Theft of Services	3	10
False Swearing	3	2	Timber, Cutting of	0	1
Federal Law Criminal Violation	0	1	Town Ordinance Violations	20	41
Felon/Possession of Weapon	0	1	Truancy	21	9
Fire	22	16	Trespassing Stock	0	1
Fire Control, Permits	0	2	Unlawful Activities (Littering)	13	17
Forgery	3	6	Unruly Juvenile	5	6
Found/Recovered Property	39	38	Unsworn Falsification	6	3
Fraudulent Use of Credit Card	1	3	Untimely Death	2	3
Fugitive from Justice	1	1	Unwanted Person	9	7
Harassment	124	52	Violation of Protective Orders	15	13
Hindering Apprehension	4	4	Welfare Checks	39	23
			Witness Tampering	0	2
			Vacant Property Check	569	508

2002 Communications Center Statistics

	2001	2002
Radio Communications	18654	19511
Telephone Communications	19295	19261
911 Calls	151	217
Walk In Service	2747	2152

2002 Motor Vehicle Statistics and Summonses

Motor Vehicle Accidents	64	75
Abandoning a Vehicle	1	11
Accident Report Required	0	7
Allow an Improper Person to Operate	7	3
Approaching Emergency Vehicles	3	4
Assist Motorist	92	26
Checkups (Motor Vehicle)	52	21
Child Restraints Required	3	3
Clinging to Vehicles Prohibited	0	1

Conduct after an Accident	14	11
Disobeying a Police Officer	18	15
Disorderly Conduct	33	34
DWI	78	51
Emergency Lights Prohibited	1	2
Failure to Use Turn Signals	0	1
Following Too Close	7	3
Habitual Offender	4	2
License Required	18	10
Littering	4	1
Misuse of Plates	4	3
Motor Carriers, Equipment	0	2
Motorcycle License Required	0	1
OHRV Complaints	31	50
OHRV Operation	3	2
Operating after Suspension/Revocation	88	49
Operating W/O Proof of F/R	2	1
Prohibition	2	1
Reckless Conduct	8	22
Road Rage	0	1
School Bus Violation	9	14
Speed	173	149
Spillage of Materials	2	3
Stop Sign	17	6
Suspended Registration	18	5
Transporting Alcohol	18	6
Unauthorized Use of a MV	4	1
Uninspected	26	24
Unregistered	1	9
Yellow Line	14	9

2002 Warnings

	2001	2002
Approaching Emergency Vehicles	5	12
Bicycle Lights Required	5	4
Bumper Height	1	2
Child Passenger Restraints Required	5	2
Clearance Lamps Required	0	5
Defective Equipment	1194	928
Driving on Divided Ways	0	33
Emergency Lights Prohibited	5	5
Emerging from Driveway	0	2
Failure to Dim	55	33
Failure to Obtain NH License	5	1
Failure to Use Turn Signal	0	9
Failure to Yield	24	3
Following TooClose	43	25
Lamp or Flag on Projecting Load	0	4
Misuse of Plates (No front plate)	232	196

Police Department cont.

2002 Warnings cont.

	2001	2002
Motorcycle Eye & Face Protection	0	1
Moving a Vehicle	4	6
Name/Address Change/License	7	10
Name/Address Change/Registration	0	1
Obstruction of Driver's View	2	2
OHRV Operation	4	4
Overtaking on the Left	17	6
Overtaking on the Right	0	2
Parking Lights	0	1
Possession of License Required	63	39
Possession of Registration Required	26	24
Stopping, Standing, Parking Prohibited	9	4
Reckless Driving	5	8
School Bus Violation	3	1
Special Wrecker Lighting Required	0	1
Speed	1172	1118
Speed, Minimum Required	15	9
Spillage of Materials	0	1
Stop Sign	114	157
Suspension of Registration of Vehicle	1	1
Tinted Glass	2	2
Turn Signal Required	32	21
Unattended Vehicle	0	1
Uninspected	74	93
Unlawful Activities/Littering	18	15
Unregistered	11	12
Vehicle Width	0	1
Yellow Line	398	146
Youth Operator License	1	1

Litchfield Recreation Commission

2002 Annual Report

As a result of popular vote, the Litchfield Recreation Commission (LRC) was restructured in the spring of 2002. The LRC is now comprised of six (6) appointed volunteers, four (4) alternates, and one (1) Selectmen's representative. The LRC closely follows the recommended guidelines as found in "A Guide to Municipal Recreation" by the New Hampshire Office of State Planning, and is governed by New Hampshire Revised Statutes Annotated (RSA) 35-B. The LRC strives to present the community of Litchfield with quality, fun, and educational programming while ever cognizant of budgetary constraints and community support.

The LRC has developed several sub-committees to address the various needs of the commission. The committees are Administration, Facilities, Finance, General Programming, Grant Administration, Land Acquisition, Girl's Softball, and Recreational Basketball. Additional committees will form as needs and time progress. The Town of Litchfield currently employs two part time positions within the LRC budgets: a Custodian and a Groundskeeper. We are also making better usage of the town website to promote better communications. Please go to www.litchfield.nh.com/litchfieldweb/parksandrec/parks_and_rec.htm for facility usage forms and a calendar of upcoming events.

Social and recreational programming for youth, families and adults continued to expand in 2002. We continued our free family film series and have increased our partnering with other civic groups and the schools to provide recreational opportunities for the community. The Recreation Commission used its group buying power to sell discounted movie, Water Country, and Six Flags tickets saving thousands of dollars for Litchfield families. A special thanks to Diane, Pat and Claire at the Town Clerk's Office for making it easy for residents to buy tickets to our programs. Our most events continued to be the Friday Night Teen Dances and the adult comedy shows.

2003 plans currently include the continuation of the teen dances, adult comedy nights, and family movies. We are always looking for new ideas, and are particularly interested in your suggestions for additional adult and senior activities. We also will be expanding our partnering efforts with the schools, school based groups, and other civic organizations.

The LRC is constantly working to improve the physical facilities used for recreation. In 2002 we made completed the work on fields at Corning Road Park. This work was undertaken as a joint project with Litchfield Little League. By pooling our resources and utilizing a high level of volunteer participation from the Little League we accomplished a goal that neither group could accomplish on it's own. We will continue with this type of group cooperation to continue to improve and expand the physical facilities for the residents of Litchfield. We also completed a number of maintenance and improvement projects at Talent Hall including painting, refinishing the floor, and infrastructure improvements. For 2003 we are planning to improve the access to Parker Park on Charles Bancroft Highway (route 3A) south of Griffin Memorial School and the nature trail there that was built in cooperation with Nesenkeag Cooperative Farm along Nesenkeag Brook. We will also be fixing erosion problems at the Town Beach at Roy Memorial Park and improving the access to the beach.

For athletic programming the LRC oversees Recreation Basketball, Girls Recreational Softball, Adult Softball, and Adult Volleyball. These programs continue to expand with about 400 youths

Litchfield Recreation Commission cont.

involved with the basketball program and almost 200 girls in the softball program. The Instructional Basketball program for grades 1 and 2 was greatly enhanced by moving the program to Talent Hall on Saturdays with new 8-foot high baskets. We are also forming closer ties with the other sports groups in the town such as Litchfield Little League, Litchfield Youth Soccer, Babe Ruth Baseball, and the school programs. All these programs continue to expand to the point that demand for usage during peak seasons exceeds available resources. The LRC is committed to developing additional facilities within the town to meet these demands in cooperation with the schools and sports organizations.

The LRC is also partnering with other organizations with like missions to help fulfill the needs of the community. Girls Inc. provides the summer camp program at Roy Memorial Park in cooperation with the LRC. Talent Hall is regularly used by local nonprofit organizations such as Pop Warner Football and Cheerleading, CYO Basketball and Cheerleading, Boy Scouts, Cub Scouts, Girl Scouts, Gate City Striders, and Friends of Aaron Cutler Memorial Library.

The LRC has continued to successfully acquire grant monies to expand the recreational opportunities and facilities within the town. For 2003 we have received a grant for \$9,681 from the New Hampshire Department of Environmental Services to address erosion problems at the Town Beach at Darrah Pond. This work will also improve the access to the town beach and generally improve the facility for the residences of the Town of Litchfield.

Financially the LRC did well in 2002. Through fiscal responsibility and good management we finished the year under budget. The recreation revolving fund established as an aid in managing and providing recreation opportunities to the community was maintained during 2002. As of the December 31, 2001 the sub-account balances within the Revolving Fund were:

<u>Sub-Account</u>	<u>Balance</u>
Adult Programming	\$2266.46
Adult Sports	152.05
Interest Earned	253.87
Family Program	18.50
Girls Softball	139.91
Recreation Basketball	2138.99
Skate Park	316.50
Youth Programming	<u>1781.18</u>
Revolving Fund Total	\$7348.00

The LRC will undoubtedly increase deliverables to the Town of Litchfield, beyond budgetary constraints, as a result of the dedication of volunteers and community support. As the Town of Litchfield grows, so will the recreational needs of the Town. Each season programs are expanding, and the impact on the fields and facilities will be evident in increased maintenance costs. Additional field space will be required to support this growth. Currently the Town is below state standards in almost all areas for recreation facilities. Through good management and cooperation between the groups involved we have been able to maintain our programs despite the scarce resources. Going forward the LRC is working with the Litchfield Schools, Litchfield Little League, Babe Ruth Baseball, and Litchfield Youth Soccer to develop additional facilities and maximize the use we get out of existing facilities.

With continued support, the LRC can develop the recreational facilities and programs within Litchfield to properly support its users. Volunteer participation is the key. In order for the LRC to expand much beyond current offerings additional staffing will be required. We are always looking for programming help and ideas. Please see any commission member to volunteer your time or ideas.

Respectfully Submitted,
Litchfield Recreation Commission

Litchfield Zoning Board of Adjustment 2002

The ZBA is a town board consisting of 5 members appointed by the Selectmen along with up to 5 alternate members, also appointed by the Selectmen. Its purpose is to hear appeals to administrative decisions made by the Code Enforcement Officer in regard to the town's zoning ordinances. The Board has the authority to act on four separate and distinct categories as defined by law. They are:

- Granting of variances
- Approval of special exceptions
- Granting an equitable waiver
- Appeal of administrative decision

This year started out slow for the board and ended up busier than past years with the bulk of the cases being heard during the second half of the year. We heard 10 cases during the year, 6 of which were for variances, 2 were for special exceptions and 2 were for "appeal of administrative decision".

Four requests for variances were granted. One was withdrawn before it was heard and one was denied. The 2 requests for special exceptions were granted and the Board upheld the decision made by the Code Enforcement Officer in the 2 "appeal of administrative decision" cases.

During the year the Board gained one new member. Richard Riley joined the board as an alternate in December and was immediately assigned to sit on the Board due to the lack of a full board that night.

We meet the second Wednesday of every month at 7 p.m. at the Town Hall main meeting room. The Board would like to urge all Litchfield residents to consider serving on this important town board.

Gregory Lepine, Chairman
Laura Gandia, Vice Chairman
John Regan, Clerk
John Brunelle
Patrick Crean, Alt.
Richard Riley, Alt.
Kevin Lynch, Alt.
Cecil Williams, Alt.

2002 Town Officers and Employee Earnings

PERSONNEL

EARNINGS

SELECTMEN'S OFFICE

(The secretarial and clerical personnel also serve as staff to the Building, Health, and Highway Departments, Zoning Board and various committees.)

Byron, Frank A.	1,732.00
Devereaux, John R.	1,732.00
Jewett, Marilyn P.	1,732.00
Levesque, Sr. Thomas W.	539.00
Pinciario, John E.	1,732.00
Stapleton, Joseph E.	1,100.00
Durocher, Cecile G.	57,522.54
Brodeur, Theresa S.	29,921.25
Dogopoulos, Lorraine E.	32,274.52

TOWN CLERK/TAX COLLECTOR'S OFFICE

Jerry, Diane L.	43,706.40
Gibeault, Patricia A.	29,924.71
Croteau, Claire L.	17,519.38

TOWN TREASURER

Rau, Eberhard W.	4,210.00
Cason, Marion E.	1,002.00

TRUSTEES OF TOWN TRUST FUNDS

Hartling, Sheryl M.	74.00
Rafferty, Susan M.	74.00
Seymour III, Horace	55.50
Stapleton, Joseph E.	18.50

VOTER REGISTRATION & ELECTIONS

Hamilton, Andrea	264.00
Lepine, Christine E.	286.32
Redding, Robert M.	290.04
Regan, John G.	356.98
Reed, Philip M.	454.08
Algeo, Kathleen	402.86
McKibben, Joan A.	356.93
Mieckowski, Bertha A.	397.48
Yusuf, Corlyn A.	207.27
Tango-Lowy, Torene K.	169.91
Anderson, Joann	22.32
Anderson, Joel	22.32
Ayer, Susanne T.	14.46
Dufour, Peter A.	22.32
Harman, Susanne E.	38.64
Iverson, Diane M.	14.46
Jerry, Richard R.	38.64
Lepine, Gregory C.	22.32

2002 Town Officers and Employee Earnings cont.

PERSONNEL

EARNINGS

VOTER REGISTRATION & ELECTIONS cont.

Nicholas, Mary G.	8.04
Nicholas, Paul M.	22.50
Raccio, Alfred C.	24.18
Raccio, Janice D.	14.46
Rafferty, Susan M.	14.46
Seabrook, Stephen C.	14.46
Valenti, Angelo G.	26.04
Wilkins, Randall	24.18

TOWN HALL, LIBRARY AND TALENT HALL CUSTODIANS AND GROUNDSKEEPER

Wonson, Arthur R.	4,589.59
McGaffigan, Heidy E.	3,279.78
Seymour IV, Horace W.	2,420.46
Carten, Leo H.	711.32
Ovila, Nicholas	1,251.37
Hovey, Carolyn M.	738.34
Trott, Keith	2,747.80

PLANNING BOARD

McKibben, Joan A.	10,702.50
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POLICE DEPARTMENT

(Includes Special Detail Wages and Uniform Allowances)

Iverson Jr., Thomas F.	64,624.75
Gaudet, James R.	59,117.16
Millette, Gerard A.	60,888.35
Blastos, Christopher	34,523.22
Donnelly, David A.	58,053.16
Elliott, Matthew L.	40,551.78
O'Brion, Joseph E.	55,983.14
Paquette, Paul O.	52,814.98
Savage, Heath H.	39,395.14
Bennett, Robert D.	7,902.07
Connolly-Repole	174.78
Harris, Steve P.	4,352.06
Hoey, Brian M.	4,489.69
Jones, Frank E.	4,765.85
Mulholland, Shaun W.	9,027.15
Soraghan, Brian J.	5,726.79
Cheetham, Patrick L.	7,840.27
Dwyer II, Paul J.	12,567.00
Diviny, Paula J.	30,291.70
Harding-Reed, Sharon A.	35,063.36
Bessette, Carol A.	12,757.97

PERSONNEL**EARNINGS****FIRE DEPARTMENT**

Hogencamp, Dwyane	4,561.19
Schofield, Thomas B.	3,437.06
Nicoll, Douglas M.	55,412.40
Hebert, Timothy J.	34,894.87
Adams, Warren W.	732.49
Allard, Paul	3,453.58
Allison, Jeffrey M.	209.91
Bagley, Joshua A.	595.13
Ballou, Gregory T.	165.06
Ballou, Jeff S.	1,083.89
Barton, Steven J.	2,534.86
Croteau, Michael G.	2,618.21
Daviault, Alan R.	1,399.56
Engwer, Andrew W.	1,214.78
Garand, Pierre J.	912.59
Gilbert, Stan R.	2,383.57
Hookway, Christopher	1,297.73
Jack III, Row W.	1,737.63
Jones, Roderick W.	905.61
Kearns, Timothy F.	727.04
Lang, David M.	2,456.67
Nelson, Kenneth A.	715.26
Newell, Jeffrey A.	531.04
Nolan, Gregory J.	735.25
Pinard, Normand J.	1,454.72
Ross, Joseph C.	280.53
Shea, Matthew J.	4,158.79
Slater, Jason C.	379.93
Slater III, John J.	197.41
Stanhope, Michael L.	64.19
Travis Jr., John F.	1,650.40
Tremblay, Eric A.	110.04
Welch II, Robert W.	465.17

BUILDING DEPARTMENT

Bergeron, Roland E.	54,297.82
Malley, Thomas J.	3,780.00

HIGHWAY DEPARTMENT

DeCosta, Gerard J.	1,568.53
Bergeron, Roland E.	5,711.51
Fauteux, Gilles J.P.	18,734.82
Faucher, Herve G	864.83
Pinciario, John E	105.00

2002 Town Officers and Employee Earnings

PERSONNEL

EARNINGS

SOLID WASTE DISPOSAL

Fitzgerald, Roger M.	30,773.28
Mellen, David L.	16,221.28
Brasley, Richard A.	2,681.05
Delude, Thomas R.	2,593.72
Faucher, Herve G.	10,129.77
Fuller, Wayland H.	7,049.84
Miron, Daniel J.	2,092.38
Worster, David E.	3,076.08
Bisson, Christopher L.	1,616.64
Carten, Leo H.	8,832.32

HEALTH DEPARTMENT

Jones, Roderick W.	437.25
Bergeron, Roland E.	566.50

ANIMAL CONTROL OFFICER

Pilon, Gerald F.	10,269.38
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LIBRARY

Varick, Vicki L.	28,804.80
Leonardi, Sarah A.	15,873.89
Brigham, Cheryl R.	10,681.97
Carroll, Tekla R.	1,217.88
Gagnon, Heather M.	476.68
Cortes, Dawn	10,043.15

AFTER SCHOOL PROGRAM

Steel, Adam A.	10,140.00
Lewis, Nancy B.W.	2,592.00

Election Portion
Annual Town Meeting March 12, 2002

Polls were declared open by Moderator Philip Reed at 7:00 a.m. and remained open until the last voter had completed voting at 7:22 p.m. Ballot clerks on duty were: Kathleen Algeo, Joan McKibben, Bertha Mieckowski, and Torene Tango-Lowy. When the polls opened, there were 3,776 voters on the checklist. 50 new voters registered, making a total of 3,826 registered voters by the close of the polls.

Regular ballots cast:	1,336
Absentee ballots cast:	29
Total ballots cast:	1,365

Results follow:

Article 1. Election of Officers:

MODERATOR, Two-Year Term

John G. Regan	1109	ELECTED
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SELECTMEN, Three-Year Terms (2)

M. Patricia Jewett	972	ELECTED
Joseph E. Stapleton	889	ELECTED

TOWN CLERK/TAX COLLECTOR, Three-Year Term

Diane L. Jerry	1150	ELECTED
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BUDGET COMMITTEE, Three-Year Terms (2)

Ralph G. Boehm	901	ELECTED
Laurie A. Ortolano	802	ELECTED

BUDGET COMMITTEE, One-Year Unexpired Term

John Caynon	1017	ELECTED
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CHECKLIST SUPERVISOR, Six-Year Term

Christine Lepine	1063	ELECTED
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FIRE CHIEF, One-Year Term

Dwayne W. Hogencamp	1089	ELECTED
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LIBRARY TRUSTEES, Three-Year Terms (3)

Steven P. Calawa	938	ELECTED
Amy P. Goldstein	931	ELECTED
John Lazzaro	1 write-in(s)	ELECTED

Write-in(s) also with 1 vote, but declining to serve:

L. Barry, C. Couture, D. Sheehan, T. Carroll, R. Stoddard, J. Landolfi, C. Lambert,
C. Leblond, M. Lepine, D. Blastos, M. St. Laurent, V. Varick (ineligible), D. Christoffels

ROAD AGENT, One-Year Term

Roland E. Bergeron	929	ELECTED
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TREASURER, Three-Year Term

Eberhard W. Rau	801	ELECTED
Horace W. Seymour III	294	

TRUSTEE, TOWN TRUST FUNDS, Three-Year Term

Horace Seymour	2 write-in(s)	ELECTED
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Article 2. Are you in favor of the adoption of Zoning Ordinance Amendment No.1, as proposed by the Planning Board, for the Town of Litchfield Zoning Ordinance as follows:

Amend Section **1025.00 HOUSING FOR OLDER PERSONS** to clarify portions of **1026.00 Definitions** and reorganize section **1027.00 Site Plan Approval**, to group related paragraphs under titled subsections and add text to clarify and expand the requirements of this ordinance as follows:

- To clarify the definition of **Independent Living/Open Space Housing for Older Persons**;
- To provide for phasing of older person developments when necessary;
- That approved developments are non-subdividable and parcels divided by public roads shall not be deemed contiguous;
- To rename **open space buffer** to **site perimeter buffer** and to require additional buffer width in unique circumstances to protect abutters;
- To amend the 25 foot structure setback to be, in addition to the site perimeter buffer, required along private roads and that public roads meet standard setback requirements;
- To require maximum contiguity of open space and exclude roads and drainage easements from counting toward open space requirements;
- To require building slabs/foundations to be one foot above the 100-year flood plain;
- To clarify that all roads are built, bonded and inspected in accordance with standard subdivision regulations, allow reduced width for private roads and require language in legal covenant ensuring roads remain private in perpetuity;
- To allow adequately sized garages to meet the two space parking requirement and to allow shared driveways to promote clustering of units;
- To require a site-wide lighting plan and establish specific lighting requirements in public areas;
- To require walkways, trails and natural walking paths as part of the development design;
- To require Fire Department approval of hydrant locations, site safety measures and compliance with the Fire Protection section of the Subdivision regulations;
- To set specific standards for design and numbering on units and common driveway markers, common driveway width and grade, and maximum number of units served by a common driveway.

The Planning Board recommends approval of the amendment.

YES	892	Carried
NO	397	

Article 3. Are you in favor of the adoption of Zoning Ordinance Amendment No. 2 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Section **1200.00 WETLANDS CONSERVATION DISTRICT**, to modify text as follows: **1205.00 Permitted Uses**, to add harvesting activities as a permitted use and remove exclusion for access roads across wetlands and streams from this section. Access roads across wetlands and streams shall require a special exception.

The Planning Board recommends approval of the amendment.

YES 831 Carried
NO 467

Article 4. Are you in favor of the adoption of Zoning Ordinance Amendment No. 3 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Section **2100.00 GROWTH MANAGEMENT**, to modify text as follows: **2103.00 Periodic Review**, to change Planning Board review of sustainable rate of development from “the third Tuesday in March”; to “in March”. The purpose is to allow more flexibility.

2105.00 Procedures for Distributing Certificates, to change the date for semi-annual certificate allocations from “the second planning board meeting in March and September”; to “during March and September”. The purpose is to allow more flexibility.

The Planning Board recommends approval of the amendment.

YES 983 Carried
NO 307

Article 5. Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein totaling \$2,708,014.00? Should this article be defeated, the operating budget shall be \$2,576,966.00, which is the same as last year, with certain adjustments required by previous action of the Town or by law or the governing body may hold one special meeting, in accordance with RSA 40:13, X, and XVI to take up the issue of a revised operating budget only.

NOTE: This warrant article (operating budget) does not include appropriation in any other warrant article.

YES 684 Carried
NO 608

Article 6. Shall the Town vote to raise and appropriate the sum of \$25,000.00 to be placed in the Fire Facilities Capital Reserve Fund previously established?

The Selectmen and Budget Committee recommend this appropriation.

YES 765 Carried
NO 542

Article 7. Shall the Town vote to raise and appropriate the sum of \$38,000.00 for the purpose of purchasing a snow blower and trailer for use by the Highway Department to maintain sidewalks?

The Selectmen and Budget Committee recommend this appropriation.

YES 421
NO 886 Defeated

Article 8. Shall the Town vote to raise and appropriate the sum of \$15,000.00 to be placed into the Conservation and Land Acquisition Fund previously established. The purpose of said fund is to purchase land, conservation or trail easements, or purchase development rights.

The Selectmen recommend this appropriation. The Budget Committee does not recommend this appropriation.

YES	559	
NO	750	Defeated

Article 9. Shall the Town vote to raise and appropriate the sum of \$65,000.00 for Phase I of a three-year Town-wide revaluation plan? The entire cost of the revaluation assessment over the three-year phasing will be \$243,400.00.

The Selectmen and Budget Committee recommend this appropriation.

YES	547	
NO	750	Defeated

Article 10. Shall the Town vote to authorize the Selectmen to enter into a long-term lease/purchase agreement in the amount of \$100,254.00, payable over a term of four years at a rate of \$26,997.00 per year to purchase new self-contained breathing apparatus and compressor system for the Fire Department, and to raise and appropriate the sum of \$26,997.00 for the first year's payment for that purpose? The lease/purchase agreement shall contain a fiscal funding clause which permits the termination of the lease/purchase agreement on an annual basis if the funds are not appropriated by a future Town Meeting.

The Selectmen and Budget Committee recommend this appropriation.

YES	1,006	Carried
NO	324	

Article 11. Shall the Town vote to raise and appropriate the sum of \$33,500.00 to design and construct a paved parking area at Roy Memorial Park? Of this amount, \$21,000.00 is authorized to be withdrawn from the Sawmill Brook Recreation Fund, and the balance of \$12,500.00 is to be raised by taxation.

The Selectmen and Budget Committee recommend this appropriation.

YES	642	
NO	684	Defeated

Article 12. Shall the Town vote to hire a full-time police officer effective July 1, 2002 at an annual salary and related cost of \$36,400.00, and further vote to raise and appropriate the sum of \$20,368.00 for wages and related costs for the period of July 1, 2002 to December 31, 2002?

The Selectmen recommend this appropriation. The Budget Committee does not recommend this appropriation.

YES	471	
NO	870	Defeated

Article 13. Shall the Town vote to raise and appropriate the sum of \$20,000.00 for the purchase of a digital line recorder system for use by the Police Department?

The Selectmen and Budget Committee recommend this appropriation.

YES	697	Carried
NO	642	

purpose of said fund is to purchase land, conservation or trail easements, or purchase development rights.

The Selectmen recommend this appropriation. The Budget Committee does not recommend this appropriation.

YES	559	
NO	750	Defeated

Article 9. Shall the Town vote to raise and appropriate the sum of \$65,000.00 for Phase I of a three-year Town-wide revaluation plan? The entire cost of the revaluation assessment over the three-year phasing will be \$243,400.00.

The Selectmen and Budget Committee recommend this appropriation.

YES	547	
NO	750	Defeated

Article 10. Shall the Town vote to authorize the Selectmen to enter into a long-term lease/purchase agreement in the amount of \$100,254.00, payable over a term of four years at a rate of \$26,997.00 per year to purchase new self-contained breathing apparatus and compressor system for the Fire Department, and to raise and appropriate the sum of \$26,997.00 for the first year's payment for that purpose? The lease/purchase agreement shall contain a fiscal funding clause which permits the termination of the lease/purchase agreement on an annual basis if the funds are not appropriated by a future Town Meeting.

The Selectmen and Budget Committee recommend this appropriation.

YES	1,006	Carried
NO	324	

Article 11. Shall the Town vote to raise and appropriate the sum of \$33,500.00 to design and construct a paved parking area at Roy Memorial Park? Of this amount, \$21,000.00 is authorized to be withdrawn from the Sawmill Brook Recreation Fund, and the balance of \$12,500.00 is to be raised by taxation.

The Selectmen and Budget Committee recommend this appropriation.

YES	642	
NO	684	Defeated

Article 12. Shall the Town vote to hire a full-time police officer effective July 1, 2002 at an annual salary and related cost of \$36,400.00, and further vote to raise and appropriate the sum of \$20,368.00 for wages and related costs for the period of July 1, 2002 to December 31, 2002?

The Selectmen recommend this appropriation. The Budget Committee does not recommend this appropriation.

YES	471	
NO	870	Defeated

Article 13. Shall the Town vote to raise and appropriate the sum of \$20,000.00 for the purchase of a digital line recorder system for use by the Police Department?

The Selectmen and Budget Committee recommend this appropriation.

YES	697	Carried
NO	642	

Article 19. Shall the Town vote to adopt the provisions of RSA 41:14-a, and authorize the Board of Selectmen to acquire or sell Town owned land, buildings, or both. Once adopted, these provisions shall remain in effect until specifically rescinded by the Town at any duly warned meeting.

Description: RSA 41:14-a authorizes a Board of Selectmen to acquire or sell Town owned land or buildings, or both. Currently, such a proposed sale or acquisition is required to be presented to the legislative body at Town Meeting. Under RSA 41:14-a, such a proposed sale or acquisition would be submitted to the Planning Board and Conservation Commission (where a board, or commission, or both exist). Following the receipt of the recommendation of the Board and Commission, the Selectmen shall hold 2 public hearings, at least 14 days apart, on the proposed sale or acquisition. The Selectmen shall then vote on the proposed sale or acquisition between 10 and 14 days after the second public hearing. In the event that a written petition signed by 50 registered voters is presented to the Selectmen prior to the Selectmen's vote, the proposed acquisition or sale shall instead be inserted as a warrant article and presented to the legislative body at Town Meeting. The authority granted to Selectmen under RSA 41:14-a does not extend to the sale of certain owned conservation land, town forest, and real estate which has been given, devised, or bequeathed to a town for charitable or community purposes.

YES 473
NO 837 Defeated

Article 20. Shall the Town vote pursuant to RSA 154:1, IV and 154:1, I(b) to change the organization of its Fire Department from a Fire Chief elected by the Annual Town Meeting with firefighters appointed by the Fire Chief, to a Fire Chief appointed by the Board of Selectmen and with the firefighters appointed by the Board of Selectmen, upon recommendation of the Fire Chief. The Board of Selectmen shall appoint the Fire Chief for a term of one year, effective March 12, 2003, and each year thereafter.

YES 544
NO 786 Defeated

Article 21. Shall the Town vote to amend Article 20 as adopted by the 2000 Annual Town Meeting to change the number of members and alternate members on the Town Recreation Commission, as well as to make administrative and procedural changes as follows:

The Litchfield Recreation Commission shall consist of seven (7) members, all of whom shall be residents of the Town of Litchfield. A Selectmen shall be an ex officio member of the Commission who shall be designated by the Board of Selectmen for a designated period during his or her term of office. That further, there shall be four (4) alternate members of the Litchfield Recreation Commission. Whenever a regular member of the Commission is absent or whenever a regular member disqualifies himself or herself, the chairperson shall designate an alternate member to act in place of the member for that meeting.

The terms of the Recreation Commission members and alternate members shall be for three (3) years. Terms of office shall be staggered so that no more than three (3) members and two (2) alternate members shall be appointed annually. Each member and alternate shall serve until his or her successor is appointed.

All other provisions of the Ordinance previously adopted shall remain in full force and effect.

YES 898 Carried
NO 357

SPECIAL DISTRICT #4 EXECUTIVE COUNCIL BALLOT

Raymond Wieczorek, Republican	744
John Kacavas, Democrat	558

LITCHFIELD SCHOOL DISTRICT VOTING RESULTS
(full wording of articles in Litchheld School District records)

Election of Officers:

MODERATOR, One-Year Term

John G. Regan	1104	ELECTED
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CLERK, One-Year Term

Diane Jerry	15	write-in ELECTED
Gina Ferlan	10	write-in

TREASURER, One-Year Term

JoEllen Bellerive	1028	ELECTED
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SCHOOL BOARD, Three-Year Term

Cynthia A. Couture	927	ELECTED
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SCHOOL BOARD, Two-Year Unexpired Term

Lisa Belzil	946	ELECTED
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Article 1 Operating Budget:

YES	778	Carried
NO	549	

Article 2 Portable Classrooms:

YES	603	
NO	723	Defeated

Article 3 Making one-year special ed teacher at Griffin a permanent position:

YES	677	Carried
NO	630	

Article 4 Full-time eighth grade teacher at Middle School:

YES	477	
NO	827	Defeated

Article 5 Full-time core teacher at Campbell High:

YES	418	
NO	895	Defeated

Article 6 Increasing half-time guidance position at Middle School to full-time:

YES	773	Carried
NO	544	

A true record of the results of election business conducted March 12, 2002, attest:
Diane L. Jerry
Town Clerk/Tax Collector

Results of NH Primary Elections, September 10, 2002

Polls were declared open at 7:00 a.m. by Moderator John Regan. Ballot clerks on duty were Kathleen Algeo, Joan McKibben, Bertha Mieczkowski, and Corlyn Yusuf.

There were 3,825 voters on the checklist at the opening of the polls:

Democrats	764
Libertarian	1
Republicans	1,295
Undeclared	1,765

Through the day 22 new voters registered, 18 of them being Republican, and 4 being Democrat.

292 Undeclared voters declared a party and voted Republican.

48 Undeclared voters declared a party and voted Democratic.

Voters on checklist at end of day: 3848

Democrats	783
Libertarian	1
Republicans	1401
Undeclared	1663

Ballots cast:

Regular Republican	791
Absentee Republican	27
Total Republican	818
Regular Democratic	233
Absentee Democratic	6
Total Democratic	239
Total ballots take	1057
Total ballots cast	1056

(One voter upset about his party designation destroyed his ballot and did not vote.)

Results follow: (Candidates receiving fewer than 5 votes are not listed.)

Regular Democratic ballots:

Governor	'Bev' Hollingworth	81
	Mark Fernald	137
U. S. Senator	Jeanne Shaheen	210
	Bob Smith	5 write-in
U. S. Congress	Norman H. "NH" Jackman	68
	Katrina Swett	158
Executive Council	Shannon O'Brien	192

Results of NH Primary Elections, September 10, 2002 cont.

Sheriff	David M. Dionne	192
County Attomey	Peter McDonough	198
County Treasurer	Jerome B. Duval	186
Register of Deeds	scatter	5 (total write-ins)
Register of Probate	"Lee" Lombard	183
County Commissioner	William C. Sirotty	181
NH Senate Democratic ballots: (Litchfield is part of District 18)		
	"Dave" Gelinas	109
	"Don" Welch	89

NH House of Representatives Democratic ballots: (Litchfield is part of District 58)

Richard L. Arthur	125
Rose H. Arthur	132
Brian M. Ballou	144
"Don" Botsch	125
Leon Calawa	13 write-in
Ralph Boehm	8 write-in

Regular Republican ballots:

Governor	Robert Kingsbury	4
	Robert Howard Kroepel	2
	Craig Benson	261
	Joseph S. Hass	2
	Gordon J. Humphrey	288
	Bruce Keough	242

U. S. Senator	John E. Sununu	415
	"Bob" Smith	369
	Kenneth Scot Stremsky	13

U. S. Congress	Charles Bass	680
	Eugene Douglass	94

Executive Council	Raymond J. Wiczorek	626
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Sheriff	James A. Hardy	586
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County Attorney	John Coughlin	6 write-in
County Treasurer	David G. Fredette	555
Register of Deeds	Judith A. MacDonald	587
Register of Probate	Robert R. Rivard	570
County Commissioner	Richard "Dick" Roulx	290
	Carol H. Holden	315
Delegates to the State Convention		
	Shirley A. Jean	566
	John Algeo	19
NH Senate Republican ballot		
	Michael D. Garritst	362
	Andre "Andy" Martel	306
NH House of Representatives Republican ballot:		
	John "Jack" Balcom	263
	Peter L. Batula	285
	"Bob" Bevill	185
	Ralph G. Boehm	484
	Robert W. Brundige	194
	Leon Calawa, Jr.	557
	"Chris" Christensen	248
	Dennis H. Fields	217
	John "Gibby" Gibson	250
	Charles Q. Hall	192
	Peyton "Pete" Hinkle	216
	"Bob" L'Heureux	215
	Robert "Bob" Milligan	223
	Maureen Mooney	262

A true record of action taken at the NH Primaries, 9/10/02, attest:
Diane L. Jerry, Town Clerk

Results of NH State Elections, November 5, 2002

The polls were declared open at 6:59 a.m by Moderator John Regan. Ballot clerks on duty were Kathleen Algeo, Joan McKibben, Bertha Mieckowski, and Corlyn Yusuf. The Moderator declared the polls closed at 7:05 p.m.

There were 3,856 voters on the checklist at the opening of the polls:

Democrats	781
Libertarian	1
Republicans	1,391
Undeclared	1,683

Through the day, 128 new voters registers. At the end of the day, there were 3,984 voters on the checklist:

Democrats	792
Libertarians	4
Republicans	1,413
Undeclared	1,776

Ballots cast:

Regular	2,380
Absentee	105
Total	2,485

Results follow: (Candidates receiving fewer than 5 votes are not listed.)

Asterisks (*) denote candidates whose names were entered as write-in votes by one or more voters otherwise casting straight party tickets.

Governor:

Craig Benson	1,654
Mark Fernald	717
John J. Babiarz	75
Write-in(s)	5

US Senator:

John E. Sununu	1,400
Jeanne Shaheen	1,025
"Ken" Blevens	41
"Bob" Smith	9 write-ins
Write-in(s)	1

Representative in Congress:

Charles Bass	1,630
Katrina Swett	777
Rosalie T. Babiarz	50
Write-in(s)	0

Results of NH State Elections, November 5, 2002 cont.

Executive Councilor:

Raymond Wieczorek	1,543
Shannon O'Brien	836
Write-in(s)	5

State Senator (District 18):

Andre "Ande" Martel	1,479
"Dave" Gelinas	877
Write-in(s)	8

State Representatives (District 58, 11 elected):

John "Jack" Balcom	*1,400
Peter L. Batula	1,409
Robert W. Brundidge	1,193
"Chris" Christensen	1,348
Dennis H. Fields	1,233
John "Gibby" Gibson	1,178
Charles Q. Hall	1,159
Peyton "Pete" Hinkle	1,095
"Bob" L'Heureux	1,241
Robert "Bob" Milligan	1,151
Maureen Mooney	1,210
Richard L. Arthur	*682
Rose H. Arthur	825
Brian M. Ballou	760
"Don" Botsch	644
Roger W. VanWert	599
Leon Calawa	24 write-in
Ralph Boehm	18 write-in
Scatter	36

Sheriff:

James A Hardy	1,371
David M. Diomne	871
Write-in(s)	4

County Attorney:

John Coughlin	1,335
Peter McDonough	*893
Write-in(s)	4

County Treasurer:

David G. Fredette	1,461
Jerome B. Duval	*707
Write-in(s)	3

Results of NH State Elections, November 5, 2002 cont.

Register of Deeds:

Judith A. MacDonald	1,999
Write-in(s)	12

Register of Probate:

Robert R. Rivard	1,474
"Lee" Lombard	662
Write-in(s)	4

County Commissioner:

Carol H. Holden	1,491
William C. Sirotty	653
Write-in(s)	5

Question relating to a Constitutional Amendment proposed by the 2002 General Court:

Are you in favor of amending article 73-a of the second part of the Constitution to read as follows: [Art.] 73.a. [Supreme Court Administration.] The chief justice of the supreme court shall be the administrative head of all the courts. The chief justice shall, with the concurrence of a majority of the supreme court justices, have the power by rule to regulate the security and administration of, and the practice, procedure, and rules of evidence in, all courts in the state. The rules so adopted shall have the force and effect of law. The general court may also regulate these matters by statute provided that the general court shall have no authority to abridge the necessary adjudicatory functions for which the courts were created. In the event of a conflict between a statute and a rule, the statute shall supersede the rule, if not contrary to the provisions of the constitution.

(Passed by the NH House 290 YES - 48 NO, passed by the NH Senate 16 YES - 7 NO) CACR5

YES	1,306
NO	760

Question proposed pursuant to Part II, Article 100 of the New Hampshire Constitution: Shall there be a convention to amend or revise the constitution?

YES	948
NO	1,146

A true record of action taken at Litchfield's portion of the New Hampshire State Elections Nov. 5, 2002, attest:

Diane L. Jerry
Town Clerk

Bureau of Vital Records and Health Statistics

Resident Marriages-01/01/2002 - 12/31/2002

Groom's Name	Groom's Residence	Bride's Name	Bride's Residence	Town of Issuance	Place of Marriage	Date of Marriage
Gilcreast, Mathew A.	Litchfield, NH	Wilson, Amy V.	Litchfield, NH	Litchfield	Nashua	07/27/02
Noble, Jeffery J.	Litchfield, NH	Hellings, Kristin E.	Litchfield, NH	Litchfield	Litchfield	08/03/02
Jones, Douglas C.	Litchfield, NH	Bramhall, Gail L.	Litchfield, NH	Litchfield	Litchfield	08/03/02
Desroches, J S.	Litchfield, NH	Saint John, Jeanne I.	Litchfield, NH	Nashua	Merrimack	08/09/02
Smith, Jason C.	Litchfield, NH	Madden, Christina A.	Litchfield, NH	Litchfield	Litchfield	08/17/02
Groleau, Christopher A.	Litchfield, NH	Pelletier, Christine L.	Litchfield, NH	Litchfield	Manchester	08/17/02
Hitzeman, Douglas A.	Nashua, NH	Tarbox, Candace L.	Litchfield, NH	Nashua	Wilton	08/18/02
Choiniere, Jason C.	Chester, NH	Axtman, Andrea L.	Litchfield, NH	Litchfield	Londonderry	08/31/02
Holland, Christopher M.	Manchester, NH	Abbene, Diana L.	Litchfield, NH	Manchester	Litchfield	09/07/02
Roberts, Jonathan F.	Litchfield, NH	Stratton, Aprille L.	Litchfield, NH	Litchfield	Nashua	09/07/02
Sparks, William D.	Litchfield, NH	Miles, Carla A.	Litchfield, NH	Litchfield	Nashua	09/08/02
Jones, Seth P.	Litchfield, NH	Hodgins, Jessica H.	Litchfield, NH	Litchfield	Nashua	09/21/02
Gionet, Joseph R.	Litchfield, NH	Burdett, Alison D.	Litchfield, NH	Litchfield	Litchfield	09/26/02
Hansen, Richard A.	Litchfield, NH	Hallock, Jacqueline T.	Litchfield, NH	Litchfield	Litchfield	09/28/02
Pillot, Nicholas	Manchester, NH	Landry, Brenna A.	Litchfield, NH	Manchester	Nashua	09/30/02
Goodwin, Allen D.	Litchfield, NH	Schweida, Jane E.	Litchfield, NH	Litchfield	Pelham	10/05/02
Daigle, John P.	Litchfield, NH	Audet, Michelle F.	Litchfield, NH	Litchfield	Litchfield	10/12/02
Corona, Peter J.	Litchfield, NH	White, Marilyn T.	Litchfield, NH	Litchfield	Litchfield	10/19/02
Cortes, Carmelo D.	Somerville, MA	Larose, Dawn T.	Litchfield, NH	Litchfield	Derry	10/26/02
Gomez, Jose L.	Litchfield, NH	Baquerizo, Rosa E.	Litchfield, NH	Nashua	Litchfield	10/26/02
Thibodeau, Richard P.	Litchfield, NH	Emocling, Virginia R.	Kowloon, Unknown	Nashua	Nashua	10/26/02
Bartlett, Randall C.	Litchfield, NH	Malzone, Lisa M.	Litchfield, NH	Hudson	Gilford	10/31/02
Dean, William C.	Litchfield, NH	English, Nicole F.	Litchfield, NH	Litchfield	Hampton	11/22/02
Ballou, Jeffrey S.	Litchfield, NH	Hoglund, Heather L.	Nashua, NH	Nashua	Manchester	12/01/02
Ryan, Christopher F.	Litchfield, NH	Kirkpatrick, Alana Z.	Litchfield, NH	Litchfield	Litchfield	12/17/02
Latulippe, Alfred E.	Litchfield, NH	Jenkins, Elisabeth M.	Manchester, NH	Manchester	Manchester	12/21/02

Bureau of Vital Records and Health Statistics

Resident Marriages-01/01/2002 - 12/31/2002

Kordas, John D.	Litchfield, NH	McKeown, Patricia A.	Litchfield, NH	Nashua	12/30/02
Shepard, Gerald R.	Londonderry, NH	Jordan, Robin E.	Litchfield, NH	Derry	01/09/02
Vatcher, Joseph P.	Litchfield, NH	Shepardson, Debra A.	Litchfield, NH	Litchfield	01/26/02
Mack, Shawn M.	Litchfield, NH	Arsenault, Nadine A.	Litchfield, NH	Hudson	01/30/02
Freeman, Bruce A.	Litchfield, NH	Slavgorodskaja, Tamara	Litchfield, NH	Litchfield	02/14/02
Petroules, Peter J.	Litchfield, NH	McKenzie, Kerry L.	Litchfield, NH	Nashua	02/16/02
Monroe, Derek E.	Litchfield, NH	Inkel, Stacey D.	Lyndeborough, NH	Nashua	02/16/02
Michaud, Louis J.	Hudson, NH	Despres, Jeanne M.	Litchfield, NH	Nashua	04/19/02
Nadeau, Donald P.	Litchfield, NH	Marchildon, Catherine A.	Litchfield, NH	Hudson	05/17/02
Mason, Douglas E.	Litchfield, NH	Miller, Kelly A.	Litchfield, NH	Nashua	05/21/02
Groeneveld, Erik P.	Nashua, NH	Comtois, Courtney M.	Litchfield, NH	Hudson	05/24/02
Small, Jeffrey T.	Litchfield, NH	Lang, Alison M.	Litchfield, NH	Litchfield	05/25/02
Donnelly, David A.	Litchfield, NH	McElhiney, Lynne M.	Litchfield, NH	Bedford	05/31/02
Pennucci, David A.	Litchfield, NH	Dygan, Bonnie K.	Litchfield, NH	Nashua	06/01/02
Almeida, Ronald S.	Litchfield, NH	Warren, Cindy A.	Litchfield, NH	Nashua	06/01/02
Davies, Robert F.	Litchfield, NH	Marston, Traci A.	Litchfield, NH	Hudson	06/02/02
Jones, Scott W.	Litchfield, NH	Atkinson, Jessica L.	Litchfield, NH	Windham	06/02/02
Hodgman, Robert W.	Litchfield, NH	Doughty, Rachael M.	Litchfield, NH	Concord	06/08/02
Provencher, Peter E.	Bedford, NH	Law, Sarah J.	Litchfield, NH	Hudson	06/08/02
Rodriguez, Rafael R.	Litchfield, NH	Patino, Maria E.	Nashua, NH	Nashua	06/14/02
Lewis, Gary A.	Haverhill, MA	L'Etoile, Melissa A.	Litchfield, NH	Nashua	06/14/02
Berg, William D.	Litchfield, NH	Rudim, Svetlana V.	Litchfield, NH	Litchfield	06/19/02
Riley, Richard C.	Litchfield, NH	Patnaude, Martha A.	Litchfield, NH	Hudson	06/23/02
Jacques, Robert E.	Litchfield, NH	Bridges, Laura G.	Nashua, NH	Bedford	06/29/02
Ducharme, Steven W.	Litchfield, NH	Parker, Sara L.	Litchfield, NH	Windham	06/29/02
Craik, Kevin P.	Litchfield, NH	Marisnick, Sherril D.	Manchester, NH	Goffstown	07/06/02
Glazier, Christopher R.	Litchfield, NH	Barker, Deborah L.	Litchfield, NH	Hudson	07/20/02

Bureau of Vital Records and Health Statistics

Resident Birth Report 01/01/2002 - 12/31/02

Child's Name	Date of Birth	Place of Birth	Father's Name	Mother's Name
Pelletier, Kaleb Joseph	01/02/02	Nashua, NH	Pelletier, Joseph	Pelletier, Melissa
Carty, Kendra Noel	01/11/02	Derry, NH	Carty, Richard	Carty, Susan
Byers, Olivia Jean	01/15/02	Nashua, NH	Byers, Michael	Byers, Marcy
Civitarese, Katherine Hope	01/21/02	Nashua, NH	Civitarese, Nicholas	Civitarese, Mercedes
Leonard, Aidan Michael	01/31/02	Manchester, NH	Leonard, John	Leonard, Catherine
Bernabeo, Adam Joseph	02/03/02	Nashua, NH	Bernabeo, Joseph	Bernabeo, Krys
Oliver, Madeleine Elizabeth	02/04/02	Manchester, NH	Oliver, Douglas	Oliver, Allyson
Parker, William Joseph	02/04/02	Nashua, NH	Parker, Paul	Parker, Luanna
Montgomery, Vanessa Chen	02/05/02	Derry, NH	Montgomery, Scott	Chen, Tracy
Angerami, Ethan James	02/07/02	Manchester, NH	Angerami, Michael	Angerami, Amy
Brennan, Ian Michael	02/12/02	Manchester, NH	Brennan, Michael	Brennan, Melanie
Stowell, Joseph Francis	02/19/02	Nashua, NH	Stowell, Joseph	Stowell, Gina
Miller, Chloe Liv	02/20/02	Manchester, NH	Miller, Justyn	Miller, Deborah
Clifford, Julia Marie	02/25/02	Nashua, NH	Clifford, Mark	Clifford, Lynne
Matzel, Carter David	03/02/02	Nashua, NH	Matzel, David	Matzel, Elizabeth
Freeman, Michelle Alyssa	03/05/02	Nashua, NH	Freeman, Bruce	Freeman, Tamara
Sweeney, Conor Joseph	03/06/02	Lowell, MA	Sweeney, John	Sweeney, Karen
Pedersen, Jared Edward	03/14/02	Manchester, NH	Pedersen, David	Pedersen, Ladonna
Latsha, David Joseph	03/25/02	Manchester, NH	Latsha, David	Latsha, Cynthia
Ballou, Hailey Lynn	03/29/02	Nashua, NH	Ballou, Brian	Ballou, Patricia
Molinari, Nickolas Joseph	04/05/02	Nashua, NH	Molinari, Joseph	Molinari, Kelly
Fay, Andrew Wilson	04/05/02	Nashua, NH	Fay, Christopher	Fay, Elizabeth
Monico, Genevieve Marie	04/08/02	Nashua, NH	Monico, Eric	Monico, Diane
Glancy, Anthony Charles	04/15/02	Manchester, NH	Glancy, Edward	Glancy, Charisse
Dion, Matthew Robert	04/16/02	Nashua, NH	Dion, Robert	Dion, Angela
Walsh, Samantha Noel	04/23/02	Nashua, NH	Walsh, David	Walsh, Susan
Rice, Brendan James	04/24/02	Nashua, NH	Rice, James	Rice, Debra
Freitas, Ana Cristina	04/25/02	Nashua, NH	Freitas, Jose	Freitas, Cristina

Smith, Claire Catherine	04/30/02	Manchester, NH	Smith, Todd	Smith, Amy
Gruelle, Margaret Anne	05/06/02	Nashua, NH	Gruelle, Marvin	Gruelle, Rebecca
Paquette, Joshua Daniel	05/09/02	Manchester, NH	Paquette, Daniel	Paquette, Helena
Rizzo, Caitlin Elizabeth	05/18/02	Nashua, NH	Rizzo, Michael	Rizzo, Camay
Ottman, Morgan Lee	05/21/02	Mashua, NH	Ottman, Shawn	Ottman, Shannon
Hewey, Zowie Paige	05/22/02	Nashua, NH	Hewey, Brian	Hewey, Tracey
Neily, Nolan Adrian	05/23/02	Manchester, NH	Neily, Troy	Neily, Melanie
Mangiafico, Vanessa Marie	05/24/02	Manchester, NH	Mangiafico, Joseph	Mangiafico, Michelle
Berrigan, Ethan Michael	05/30/02	Mashua, NH	Berrigan, Michael	Berrigan, Kimberlie
L'Etoile, Kaylee Jeanne	05/30/02	Nashua, NH	L'Etoile, Steve	L'Etoile, Melissa
Brown, Gregory Walter	06/03/02	Manchester, NH	Brown, Kevin	Brown, Teresa
Stone, Derek Jordan	06/11/02	Manchester, NH	Stone, Kenneth	Stone, Kim
Hoffman, Joshua Matthew	06/17/02	Manchester, NH	Hoffman, Matthew	Hoffman, Tami
Troadec, Ilona	06/20/02	Derry, NH	Troadec, Eric	Troadec, Celine
Julianello, Christian Joseph	06/20/02	Nashua, NH	Julianello, Joseph	Julianello, Nancy
Chait, Haley Lauren	06/21/02	Nashua, NH	Chait, Brandon	Chait, Tina
Mead, Benjamin Tyler	06/24/02	Nashua, NH	Mead, Jeffrey	Mead, Stephanie
Puchalski, Emily Marie	06/24/02	Manchester, NH	Puchalski, Joseph	Puchalski, Victoria
Vedrani, Carter Michael	06/29/02	Manchester, NH	Vedrani, Derrick	Vedrani, Kendra
Fortmayer, Derek Ryan	06/29/02	Nashua, NH	Fortmayer, Ken	Fortmayer, Cheryl
Descheneau, Elizabeth Shannon	07/02/02	Nashua, NH	Descheneau, Mark	Descheneau, Paula
Rochford, Aaron Daniel	07/05/02	Nashua, NH	Rochford, Richard	Rochford, Alison
Stanhope, Kevin Michael	07/14/02	Nashua, NH	Stanhope, Michael	Stanhope, Pamela
Bollengier, Olivia Marie	07/24/02	Nashua, NH	Bollengier, James	Bollengier, Lynn
Small, Joshua David	07/28/02	Nashua, NH	Small, Michael	Small, Andrea
Hayes, Moira Katherine	08/08/02	Manchester, NH	Hayes, Jeffrey	Hayes, Katherine
Reinitzer, Sierra Jade Blaser	08/09/02	Nashua, NH	Blaser, Peter	Reinitzer, Ilona
Fontaine, Halle Olivia	08/12/02	Manchester, NH	Fontaine, Robert	Fontaine, Robyn
Langone, Rosalie Isabel	08/18/02	Derry, NH	Langone, Kenneth	Langone, Kathryn
Martin, Walter Benedict Joseph	08/22/02	Nashua, NH	Martin, Leonard	Martin, Deanna

Bureau of Vital Records and Health Statistics

Resident Birth Report 01/01/2002 - 12/31/02

Child's Name	Date of Birth	Place of Birth	Father's Name	Mother's Name
Chew, Catriona Leigh	08/24/02	Nashua, NH	Chew, Christopher	Chew, Claire
O'Neil, Ambrose Joseph	08/29/02	Nashua, NH	O'Neil, Daniel	O'Neil, Christine
Glendye, Adam Robert	08/30/02	Nashua, NH	Glendye, Todd	Glendye, Linda
Fortier, Matthew Charles	09/05/02	Nashua, NH	Fortier, Marc	Fortier, Lori
Marble, Benjamin Edward	09/10/02	Manchester, NH	Marble, George	Marble, Christine
Skotis, Katina Geneveive	09/18/02	Derry, NH	Skotis, William	Skotis, Maryanne
Morris, Olivia Anne	09/22/02	Nashua, NH	Morris, Brian	Morris, Heidi
Tyler, Emily Elizabeth	09/23/02	Nashua, NH	Tyler, Donald	Tyler, Elaine
Richman, Clara Mae	09/29/02	Nashua, NH	Richman, Jack	Richman, Jennifer
Chiboub, Yonus Ashraf	10/06/02	Manchester, NH	Chiboub, Ahmed	Chiboub, Amina
Couilliard, Paul Anthony	10/08/02	Nashua, NH	Couilliard, Raymond	Couilliard, Nicole
Keddie, Kiera Sapphire	10/15/02	Nashua, NH	Keddie, Timothy	Keddie, Ann Marie
Torres, Gabriel Christopher	10/21/02	Nashua, NH	Torres, Angel	Torres, Laura
Grant, Sydney Mae	11/03/02	Manchester, NH	Grant, Kevin	Grant, Vickie
Boucher, Derek Adam	11/03/02	Nashua, NH	Boucher, Adam	Boucher, Nita
Schultz, Karleigh Mowery	11/06/02	Nashua, NH	Schultz, Theodore	Schultz, Wenda
Jenkins, Samuel David	11/11/02	Manchester, NH	Jenkins, David	Jenkins, Susan
Murrin, Mikayla Bea	11/16/02	Nashua, NH	Murrin, Warren	Murrin, Melissa
Nadeau, Richard Paul	11/20/02	Derry, NH	Nadeau, Steven	Nadeau, Wanda
Grondine, Christopher Taylor	11/24/02	Manchester, NH	Grondine, Michael	Grondine, Kathleen
Walsh, Nicole Hannah	12/01/02	Nashua, NH	Walsh, Michael	Walsh, Cathryn
Auretto, Aiden Michael	12/02/02	Manchester, NH	Auretto, Paul	Auretto, Lusa
Anson, Zachary James	12/06/02	Nashua, NH	Anson, James	Anson, Maureen
Moore, Ryan Peter	12/13/02	Nashua, NH	Moore, Peter	Moore, Rebecca
Rickenbrode, Bailey Martilyn	12/15/02	Nashua, NH	Rickenbrode, Richard	Rickenbrode, Heatherlyn
Cyr, Stephen Paul	12/18/02	Nashua, NH	Cyr, Jason	Lavigne-Cyr, Kimberlee
Mitchell, Rebecca Anne	12/18/02	Manchester, NH	Mitchell, Chad	Mitchell, Maria

Bureau of Vital Records and Health Statistics

Resident Deaths-2002

Decedent	Date of Death	Place of Death	Mother's Maiden Name	Father's Name
Douglas, Robert W.	01/10/02	Nashua, NH	Douglas, Malcom	Flannagan, Catherine
Pflaum, Alexa L.	01/29/02	Nahsua, NH	Koufopoulos, George	Bouchard, Eva
Heath, Norman W.	03/03/02	Manchester, NH	Heath, Harry	Kay, Joan
Greenhalge, Ethel L.	03/10/02	Nashua, NH	Collins, Lemmie	Myers, Bessie
Labrie, Gail M.	04/12/02	Manchester, NH	Walsh, Albert	Lucier, Leona
Wheeler, Irma M.	04/20/02	Litchfield, NH	Bailey, Clyde	King, Ruth
Pierson, Pauline C.	04/21/02	Derry, NH	Rousseau, Leopold	Trottier, Marie
Stephens, David S.	04/23/02	Litchfield, NH	Stephens, Harold	Russell, Gertrude
Hayes, Charlotte K.	04/23/02	Nashua, NH	Locke, William	Horne, Gladys
Hughes, Paul C.	05/06/02	Litchfield, NH	Hughes, Francis	Conroy, Helen
Vigneault, Raymond E.	05/10/02	Nashua, NH	Vigneault, Edmond	Langelier, Clara
McKee, Ronald E.	05/28/02	Nashua, NH	McKee, Arthur	Gibbs, Mabel
Lapham, Geraldine	06/23/02	Nashua, NH	Winchenbaugh, Merton	Vannah, Marian
Johnston, James H.	06/24/02	Moultonborough, NH	Johnston, Warren	Nason, Mary
Abad, Ronald M.	07/29/02	Franklin, NH	Abad, Maurice	Cilley, Bernice
Bento, Craig M.	08/01/02	Manchester, NH	Bento, Richard	Dunphy, Sheila
Maggi, Eugene	08/04/02	Bedford, NH	Maggi, Arthur	Peolie, Jennie
Buckley, Corinne E.	08/12/02	Manchester, NH	Moynihan, Cornelius	Fitzpatrick, Nellie
Brousseau, Judith C.	10/05/02	Nashua, NH	Crowell, Walter	Griffin, Bertha
Danielson, Raymond N.	08/28/02	Litchfield, NH	Danielson, Adolphe	Gagne, Elmina
Dockham, Della W.	10/07/02	Litchfield, NH	Personette, Warren	Foley, Margaret
Gottsmann, Christa	10/25/02	Manchester, NH	Kuhne, Unknown	Unknown, Unknown
Stephenson, Leah	10/28/02	Bedford, NH	Blair, Thomas	Brown, Blanche
Peyton, William R.	11/05/02	Manchester, NH	Peyton, Luther	Montgomery, Eulalah
Richard, Tiffany A.	11/27/02	Nashua, NH	Richard, Marc	Hicks, Marilyn
Leary, Douglas G.	12/19/02	Litchfield, NH	Leary, Edmund	Goffe, Florence
Silva, Carol A.	12/20/02	Nashua, NH	LaChance, Arthur	Forcier, Pearl
Nunley, Dennis D.	12/22/02	Nashua, NH	Nunley, Henry	Johnson, Betty

Annual Report

of the

LITCHFIELD

New Hampshire

SCHOOL DISTRICT



Year Ending June 30, 2002

SCHOOL DISTRICT OFFICERS

MODERATOR

John G. Regan

CLERK

Diane Jerry

TREASURER

JoEllen Bellerive

SCHOOL BOARD

Richard Rafferty
Term Expires March 2003

Stephen J. Graveline
Term Expires March 2003

Lisa Belzil
Term Expires March 2004

Geoff Westervelt
Term Expires March 2004

Cynthia A. Couture
Term Expires March 2005

Rebecca Gagne
Student Representative to the School Board

Adam Tirrell
Student Representative to the School Board

**LITCHFIELD SCHOOL DISTRICT
ANNUAL REPORT - 2002**

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To the Citizens of Litchfield:

It has been a pleasure to serve as Chairman of the School Board this year. The issues this year have been important and will affect the shape of the town for many years to come. The people with whom I have been privileged to serve this year are extraordinary in their ability to work through *tough* issues together and find a common voice.

Early in the year Mrs. Donna Straight had to leave her position of many years on the Board. Her service to the community was exemplary. She was tireless in her efforts to meet the needs of the students of Litchfield, and on behalf of the town, I'd like to thank her for her years of effort.

Mrs. Straight was replaced on the Board by Mr. Stephen Graveline. Steve has been a real asset to the Board with his keen understanding of budgets and numbers. We welcome him to public service, and hope to see him for many more years.

Mrs. Cindy Couture and Mrs. Lisa Belzil were also elected to the Board this year. Cindy has brought a depth of understanding to the Board built on previous years as a Board member. This year she did an extraordinary job as the Board representative to the town Budget Committee. Lisa has also proved to be a great asset with her ability to use steadfast reasoning to make decisions and stand behind them. As a whole this Board has demonstrated an ability to work together and come to a consensus on tough issues. That cohesiveness is a great asset to Litchfield as we move to establish our independent SAU.

This has been a pivotal year for Litchfield. Last March the voters of Hudson chose to form their own SAU. Both towns have grown to the point that separate administrative offices are needed. We wish them the best as they form the new SAU #81. The task for Litchfield this past year has been to find the most cost effective way of maintaining services critical to the operation of the schools. The transition committee worked hard to develop a strategy. As a result a trimmed down SAU office will be housed at Campbell High School for a short time while we bring forward to the voters a building plan that will deal with the needed SAU office space as well as a solution to the ongoing problems at GMS.

Crowding, lack of space for needed programs, and health and safety concerns have come to a head at GMS and LMS. This spring voters in Litchfield will be asked to approve the addition of four classrooms to LMS as a first phase of a plan to deal with the issues. This proposal is brought forward upon the recommendation of the Space Needs Committee. This committee was organized last fall at the request of the Board by the Superintendent, Randy Bell. Chaired by Mr. Russ Hilliard, it included two members of the Budget Committee, Mr. Boehm and Mr. Caynon, past Board member Laura Ferrari, and concerned citizens Dot Beauregard and Marilyn Wade. If approved, this addition will allow the 5th grade to remain at LMS until we can bring forward a permanent solution to the needs of the elementary school next year. Once additional classroom space is available for the elementary school these four rooms will be utilized for needed classrooms and programs at the middle school level. In the coming year we will be completing engineering studies and developing a plan to best deal with the ongoing issues of space, programming, and safety at GMS.

In preparation for the split from Hudson in July, Catherine Hamblett, Superintendent Elect, has assumed most of the responsibilities of the Superintendent. She has done an outstanding job of preparing long term strategies for improving education here in Litchfield and ensuring maximum benefit for each dollar spent. She has spearheaded reforms in our Special Education programs, Computer Technology plans, SAU organization, and staff development. She is reaching out to the staff of the schools and is dealing with many issues that were affecting morale. The Board is very pleased with the progress we have seen since Cathy took the reigns and we have been able to have a Superintendent focused solely on the Litchfield Schools.

The Board has taken on one other major initiative: to open public kindergarten in Litchfield for the 2004/2005 school year. Taking this action opened the doors to apply for State aid in developing the kindergarten program. Litchfield is one of the few communities in New Hampshire that have not yet begun public kindergarten. We are excited to be moving in that direction.

The School Board wishes to thank the members of the community who support excellence in our schools. It is truly an investment in our future; the most valuable investment we can make.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Geoffrey Westervelt', is written over a horizontal line.

Geoffrey Westervelt, Chairman
Litchfield School Board

**Litchfield School District
Superintendent's Report
February 2003**

This is my last report as the Superintendent of SAU 27, and it is a strange feeling indeed. As many of you know, on July 1, Litchfield and Hudson will each become their own SAU, with their own separate full-time Superintendent of Schools. Cathy Hamblett will become Superintendent of Schools for Litchfield, and I will be in the same position in Hudson. SAU 27 has been a long and successful partnership between these two communities, which shared not only a Superintendent, but also a high school for their students.

Times change, however, and growth of the two communities has made it possible for each to sustain their own high school, and that same growth has put demands on a shared SAU office that made it impossible to provide the full services needed by each district. So this change is a good thing for both communities. While each community will have its own Superintendent's office, that does NOT mean that there will be no connections and collaboration. Alvirne High School, for instance, still services as the Vocational Center for Campbell High School students, allowing Campbell students access to not only their own "home" school curriculum, but also to a wide vocational/technical curriculum as well. Collaboration on professional development opportunities is another area in which connections between Litchfield and Hudson will continue.

It has been an interesting four years, my time as your Superintendent. I came as Campbell High School was preparing to open, and I complete my time with Litchfield as the first senior class graduates from Litchfield's own high school. What a wonderful time to have been your Superintendent! The community has much to be proud of in Campbell.

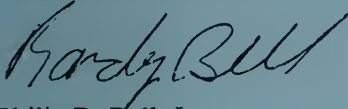
Frankly, you have much to be proud of in ALL your schools. Litchfield Middle School and Griffin Memorial do wonderful work with your children, despite the problems with inadequate and crowded facilities. You have hard working, dedicated, and effective teachers and administrators, and the continued emphasis on academics will stand the community well in the years to come.

I am pleased that the School Board, too, has moved away from contentiousness that has been all too common in the past. I hope in the next year, that same spirit of reconciliation can be established between the School Board and the Budget Committee.

Litchfield is in a strong position, as you face the challenges of the future. Those challenges include establishing proper facilities at the elementary and middle school levels; continuing to develop the curriculum and traditions at Campbell High School; ensuring that those three schools themselves are connected, that students in Litchfield receive a seamless and comprehensive education; and also establishing a public Kindergarten program. All those things can be accomplished with proper planning, thoughtfulness, and collaboration.

You are in goods hands with Cathy Hamblett as your Superintendent. I have been greatly impressed with her performance as Superintendent-Elect this year, and she will lead you well. I wish Litchfield only the best in the next several years. You have the opportunity to become an absolute gem of a school district, and I am confident that you will do just that. I have been proud to be your Superintendent during a time of great transition, and I thank you for that opportunity.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Philip D. Bell, Jr.", written in a cursive style.

Philip D. Bell, Jr.
Superintendent of Schools

**Litchfield School District
Superintendent Elect's Report
February 2003**

As I write this annual report for 2002, I am surrounded by the anticipation of district employees as we approach the reorganization of SAU 27 as a single district School Administrative Unit. Everyone is supporting the transition with excitement, great hope, and expectation. I am grateful for the confidence of the Litchfield School Board in their appointment of me as Superintendent of Schools. I look forward to ensuring as smooth a transition as possible. Also, I thank each of the building Principals for their efforts to support a district perspective in planning for the ensuing academic year. I would also like to thank members of the School Board and Budget Committee for their support in the establishment of positions and SAU offices this spring, rather than waiting until July 1, 2003, the actual separation date from the Hudson School District.

We have achieved much during 2002. Several vacant, but critical, positions have been filled. The district welcomed Stacy Maghakian as Assistant Principal at Griffin Memorial School, Adam Steel as District Technology Coordinator, and Ronda Gregg as Director of Special Education. The district has submitted a five year Technology Plan to the State Department of Education ensuring our eligibility for grant funding and expanded professional development activities. We have completed an independent review of our Special Education programs and services giving us a foundation for future improvement and for State compliance requirements. The guidance of Assistant Superintendent for School Resources, Bob Berry, has enabled the Board to build a capital improvement plan. This plan has been a vital resource to our community-based Space Needs Committee as they evaluate the capacity of our elementary and middle school facilities to meet the physical and programmatic needs of the district over the next ten years.

I continue to be impressed by the dedication of teaching and support staff and their willingness to share with me their expectations and concerns as the district moves forward to develop its own identity. Parent support is visible and there is great community interest and pride in our continuing accomplishments.

As this report is transmitted for publication, the district is saddened by the passing of Diane Minnis, much beloved Elementary Guidance Counselor at Griffin Memorial School for the last fifteen years. Her memory is honored through the recognition of her wide kindness and support to the children and adults in Litchfield.

Certainly I could not close this report without thanking Randy Bell, Superintendent of SAU 27, Hudson and Litchfield School Districts, for the opportunity to serve the Litchfield School District. How much I appreciate his guidance, reflection, and mentorship as I assume my new responsibilities. Thank you.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Catherine M. Hamblett". The signature is fluid and cursive, with a large initial "C" and "H".

Catherine M. Hamblett
Superintendent Elect

**Annual Report of the
Assistant Superintendent for School Resources**

Completing my second year as the Assistant Superintendent for School Resources, I am pleased to continue to serve the Litchfield School District community. Supported by an outstanding and dedicated staff, the School Resources operation focuses responsibility in the areas of: human resources; finance; food service; facilities management; and student transportation. All of these services provide the support necessary to ensure a safe, well-staffed and maintained educational environment for the children of the Town of Litchfield.

I believe that the financial plan (budget) of the district is a significant means to reinforce the educational direction the Board has established to provide educational opportunities to the children of the district. As we are all too aware, limited available financial resources have had a dramatic impact on the level of services public schools are able to provide. In order to meet its educational mission, the district continually needs to evaluate and utilize all resources, not just financial resources, including technology, staffing, and the community. We have worked diligently to prepare and present a financial plan which supports the educational mission of the district as well as maintain the investment the community has placed in its infrastructure.

The School Resources operation is comprised of a team of highly motivated, skilled and dedicated staff. Hilda Lawrence is your Food Services Director; Karen Burnell is your Business Manager; the position of Manager of Human Resources is currently vacant; and with the assistance of Kathleen Vaillancourt, my Administrative Assistant, I oversee Facilities Management and Student Transportation.

The Food Service program is operating under the supervision of Ms. Hilda Lawrence, Food Services Director. The program continues to grow and now that Campbell High has enrollments for all four grade levels, the pressure is on once again! Your food service staff is constantly seeking innovative and cost effective ways to meet the needs of our students. We encourage you to contact Ms. Lawrence with your comments or suggestions.

The Finance Office is managed by Karen Burnell, a seasoned professional Business Manager who is supported by: our Staff Accountant, Maureen Gelinas; Payroll Bookkeeper, Sandie Gasper; Federal Program Bookkeeper, Donna Gilbert; and there is currently a vacant Accounts Payable position. The Finance Office manages the following for both Hudson and Litchfield: operating budgets for two districts in excess of \$46 million, including payroll for nearly 900 staff members; purchasing; accounts payable; federal grants and projects; and construction projects. A main focus of the department is preparation of the annual budget, a task that begins in the late spring of one year and ends following the action of the voters in March. It is through the efforts of Ms. Burnell and her staff that the district's annual audit is completed and available in a timely manner.

The Human Resources office is supported by Benefits Specialist, Carol St. Pierre and Administrative Assistant, Lois Taylor. The Human Resources office is responsible for the hiring practices of the SAU, including advertising, new employee orientation, benefit administration and involvement in all aspects of personnel management, including serving as a resource in

negotiations. Managing the staff development and recertification of our teachers is a major function of this department, one which assists the district in maintaining a quality educational staff.

The district is fortunate to have a facilities team of dedicated staff maintaining the buildings and grounds of the district. This past year the head custodian positions were renamed as site managers as their role and responsibility have increased. In addition to our site managers and building custodians, the district's facilities are kept in shape by a dedicated groundskeeper. The facilities maintenance staff takes great pride in their work and they strive to have the district's facilities representative of that pride.

The upcoming year will bring with it many challenges and opportunities for the district to address, such as the re-formation of SAU 27 - Litchfield School District as a single district school administrative unit. Other challenges will involve selection of staff for SAU 27; selection and implementation of a new finance/human resource system; revisions and updates to the "draft" five year capital improvement plan; and development of revised fiscal policies and procedures.

I wish to thank the members of the Litchfield community who have provided guidance and support over the past two (2) years which I have served. My best wishes to all as the district works toward the re-designing and formation of SAU 27.

My staff and I encourage the residents of Litchfield to contact us regarding any question, concern or suggestion. My office is located on the second floor of Kimball Webster Building at 20 Library Street. Effective July 1, 2003, the office for SAU 27 will relocate to Campbell High School.

Respectfully submitted,



Robert A. Berry

Assistant Superintendent for School Resources



GRIFFIN
MEMORIAL
SCHOOL

Linda N. Scott
Principal

229 Charles Bancroft Highway
Litchfield, NH 03052
Phone (603) 424-5931
Fax (603) 424-2677

Mr. Randy Bell
Superintendent of Schools
20 Library Street
Hudson, NH 03051

Ms. Catherine Hamblett
Superintendent-Elect of Litchfield
1 Highlander Way
Litchfield, NH 03052

January 28, 2003

Dear Superintendents Bell and Hamblett:

As I reflect on the completion of my eighth year at Griffin, I am reminded of what a wonderful school community Litchfield provides. The partnership of parents and teachers is laudable and contributes immeasurably to the fine achievement of our students. The School Board has offered encouraging support, and Catherine Hamblett's continued dedication to the improvement of all aspects of the educational process as our district develops its own identity is clearly making a difference.

Griffin Memorial School continues its commitment to success for all students. Several initiatives underscore this endeavor. Guided Reading program development is ongoing, with more teachers implementing the methodology in their classrooms. Study Groups met to discuss instructional practice and work together on educational efforts. Goal setting conferences with staff are increasingly reflective of the impact of instructional practice on student achievement. Litchfield's Best Schools Leadership Team (Cohort 3) is in its second year of work of analyzing student progress as it relates to student achievement. The goal is to pilot a report card before the 2002-2003 school year concludes.

Student progress was shared with the community throughout the year at several events, including the Scarecrow Jamboree, Holidays Around the World, the Holiday and Spring Concerts presented by the Chorus, District Arts Festival, Spring Arts Festival, Grandparents and Special Friends Day, and through the presentation of thematic units, to name a few. We remain proud of our 3rd grade students' achievement on the New Hampshire State Assessment, which is really a measure of their learning through their first three years in school. Their achievement is a result of excellent dedicated teachers partnered with parents committed to sound educational practice. The student authored publication, *The Write Stuff*, is a wonderful media for sharing creative pieces as is the *Authors' Tea* which celebrates their work.

The P.T.O. at G.M.S. provides wonderful support for our students. Enrichment programs that occur throughout the year are too numerous to mention, and are highly supportive to the curriculum. The commitment of parent volunteers once again earned Blue Ribbon Recognition. Our community partnership mail program with the U.S. Post Office, *Wee Deliver*, achieved the Gold Circle Award. The Litchfield school community is committed to supporting the educational process to the fullest extent possible, and it is a pleasure to be a part of that community.

Sincerely,

Linda N. Scott
Linda N. Scott, Ed. D.

GRIFFIN MEMORIAL SCHOOL STAFF – 2002/2003

<u>Name</u>	<u>Position</u>	<u>Degree</u>	<u>Salary</u>
Allen, Tracy	Grade 1	B	32,105
Ashe, Amy	Grade 4	M	34,157
Baxter, Allison	Preschool/SpEd	B	32,105
Benoit, Susan	Grade 2	B	32,105
Blakadar, Rita	Special Ed.	B	45,548
Bliss, James	Physical Ed.	B	45,434
Borden, Kara	Grade 3	B	27,763
Cote, Doris	Grade 2	M	49,870
Cullen-Kent, Paula	Grade 4	B	46,723
Dodge, Lori	Grade 1	B	32,105
Doucette, Sandra	Special Ed.	M	47,370
Duquette, Jessica	Speech	B	27,763
Faro, Constance	Reading	CAGS	57,778
Gannon, Cara	Grade 3	M	45,680
Gigerenzer, Carol	Grade 4	M	49,870
Jarecki, Heather	Grade 1	B	35,803
Joy, Joan	Grade 1	M	52,756
Labelle, Barbara	Music	M	47,370
Levesque, Carol	Grade 3	M	36,733
Mahagkian, Stacy	Asst. Principal	B	50,000
McDowell, Ada	Special Ed.	B	30,751
McGowan, Susan	Grade 1	M	43,458
Michalewicz, Inga	Grade 2	M	39,502
Miller, Heidi	Art	M	49,870
Miller, Tanya	Grade 3	B	27,763
Minnis, Diane	Guidance	M	53,901
Murphy, Erin	Occupational Therapist	B	28,791
Murphy, Heather	Special Ed.	B	27,763
Oldford, Deborah	ESL	B	38,501
Parent, Margaret	Grade 4	M	51,292
Paul, Stacy	Grade 4	B	28,791
Pemberton, Julie	Grade 2	B	30,959
Prevel-Turnel, Melina	Librarian	M	45,782
Proctor, Marilyn	Grade 2	M	52,756
Puglise, Laura	Grade 1	B	29,854
Saxton, Marylouise	Special Ed.	M	47,370
Scott, Linda	Principal	Ed.D	66,969
Shupe, Penelope	Grade 1	M	50,292
Stearns, Jessica	Grade 3	B	28,791
Tibbetts, Mirian	Grade 3	M	51,292
Wolfe, Diane	Special Ed.	B	42,355

Litchfield School District

ANNUAL HEALTH REPORT 2001-2002

Griffin Memorial School (grades 1-4)

Campbell High School (grades 9-11)

STUDENTS ENROLLED:

GMS- 570

CHS- 346

STATE MANDATED SCREENINGS:

Vision- GMS: Grades 1-4

CHS: Grade 10 (or 11) and Special Education referrals

Hearing- GMS: Grades 1 and 3 (2 and 4 deferred due to space needs)

CHS: Special Education Department referrals only

IMMUNIZATIONS REQUIREMENTS:

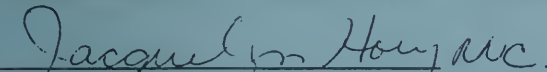
GMS: Please see Nurse/School Office for current NH State requirements

CHS: Must enter in compliance with NH State requirements

A Tetanus Booster is required 10 years after the last DPT (9th or 10th grade)



Susan Seabrook RN/ School Nurse – Griffin Memorial



Jacquelyn Hoey RNC/ School Nurse – Campbell High School

Litchfield Middle School
19 McELWAIN DRIVE
LITCHFIELD, NEW HAMPSHIRE 03052-2328

MARTIN SCHLICHTER
PRINCIPAL

TELEPHONE 424-2133 • FAX 424-1296

THOMAS LECKLIDER
ASSISTANT PRINCIPAL

January 31, 2003

Dear Superintendent Bell & Superintendent-Elect Hamblett:

It is with great pride and pleasure that I submit this annual report to you. We continue to have a successful yet somewhat stressful year at the middle school. Our excellent facility is reaching its limits in providing adequate classroom space to meet the instructional needs of all the students. We currently have three classes, two Language Arts and one Spanish, which have to move to a different classroom every period. Additionally, these classes are sometimes held in the school library and cafeteria. When classes are held in the library we are forced to close this area for that period. Having classes in the cafeteria is not the best environment for learning. It is noisy and you cannot have student work or prompts displayed. Space limitations also affect our programming needs and our ability to offer more programs to our students. Our computer lab is located on the stage, which limits student and teacher access. Our reading specialist works out of a small office where she can service no more than three students at one time. We would like to expand these offerings over the next few years but we need space to do it. Hopefully the town will support the proposal for the addition to our school this March.

While space has certainly been a concern this year, I must commend the students and staff at the middle school for rising above this adversity and having a productive year. We continue to be pleased with student achievement. State assessments, project work, unit tests and teacher observation indicate positive student growth. Student deportment has been fine this year with no major infractions of our schools' discipline code. This is an unusual occurrence when hallways are crowded and movement is limited. The staff has also kept a positive attitude, particularly those teachers who must travel around the building every 45-minutes. Also, we have had very little turnover in staff this year and those teachers who we have hired are working out fine.

Our choral and band programs, as well as the other extra-curricular areas, continue to grow and flourish. Under the direction of Mrs. Leite, our music program, choral and band, has almost 100 students participating. Our athletic teams continue to be very successful with full participation and fine records. Our other clubs and organizations have provided students a vehicle to make a positive connection to our school.

Our success as a school is a result of many individuals and groups that provide support. I thank our P.T.O., Booster Club, School Board, police and fire departments. We have many dedicated school volunteers and their work is certainly recognized. I thank you, Cathy, for your support and direction that you have given the school district. Finally, I thank you, Randy, for the years of service you have given to Litchfield and the personal support you have given me. I wish you and all the S.A.U. staff continued success in Hudson.

Sincerely,

A handwritten signature in black ink, appearing to read 'Martin Schlichter', with a stylized, flowing script.

Martin Schlichter
Principal

LITCHFIELD MIDDLE SCHOOL STAFF – 2002/2003

<u>Name</u>	<u>Position</u>	<u>Degree</u>	<u>Salary</u>
Berube, Amy	Grade 7/Lang. Arts	B	28,791
Bowie, Karen	Grade 8/Lang. Arts	M	32,940
Brucker, Nancy	Grade 5	M	45,680
Choate, Joyce	Grade 7/Science	M	51,292
Cogan, Carolyn	Grade 7/Social Studies	B	46,723
Corbett, Jodi	Grade 7/Lang. Arts	B	27,763
Cummings, Mary	Guidance	M	34,157
Curren, Karen	Grade 8/Math	B	36,733
Deslauries, Jill	Speech	B	48,048
Dodge, Jean	Grade 7/Math	B	38,501
Dwyer, Heather	Grade 6	B	30,959
Fuccillo, Karen	Special Education	M	38,092
Garabedian, Kathleen	Art	M	37,835
Guerrette, Jessica	Grade 7	B	33,294
Harrington, Owen	Grade 7/Lang. Arts	B	32,105
Henriques, Jeanne	Grade 6/Sped	B	30,543
Hoezel, Stephanie	Special Education	B	28,791
Hunter, Jacqueline	Special Education	B	30,543
Huston, Sheila (Job Share)	Grade 6/Math	B	15,882
Irving, Cheryl (Job Share)	Grade 6/Math	B	22,217
Langton, Debra	Grade 6/Science	B	35,803
Lecklider, Thomas	Asst. Principal	M	55,697
Leite, Carolyn	Music	B	44,334
Lippincott, Donald	Industrial Arts	B	45,434
Love, Holly	Grade 5	M	48,870
McCollum, Audra	Grade 6	B	29,854
McPhee, Catherine	Grade 8/Social Studies	B	45,434
Medeiros, Maryellen	Grade 6/Lang. Arts	B	32,105
Mooradian, Catherine	Guidance	M	52,403
Nolan, Kim	Grade 5	M	40,965
Pru, Cindy	Grade 8/Science	M	30,631
Schlichter, Martin	Principal	M	70,344
Scurrah, Geraldine	Physical Ed.	B	38,501
Sidilau, Kathleen	Grade 6/Social Studies	B	45,434
Simoneau, Maria	Foreign Language	B	35,803
Tarr, Teresa	Grade 5	B	44,334
Tate, Christine	Reading Specialist	M	36,485
Thayer, Martha	Grade 5	M	39,502
Wallace, Yvonne	Librarian	M	38,697
Welch, Patricia	Home Economics	B	45,434
Zingales, Elizabeth	Grade 5	M	48,870

ANNUAL SCHOOL HEALTH REPORT
(September 2001 - June 2002)

Physicals

Height & Weight	0
Vision Screening	513
Scoliosis Screening	422
Audiometer	500

Communicable Diseases

Chicken Pox	3
Conjunctivitis	0
Fifth's Disease	0
Mononucleosis	2
Pediculosis	5
Strep Throat	16

<u>Visits to the Nurse's Office</u>	<u>6966</u>
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Respectfully submitted,

Maureen Carr, R.N.
School Nurse

Maureen Carr

Campbell High School



Christopher L. George
Principal
cgeorge@campbellhs.org

1 Highlander Court
Litchfield, New Hampshire 03052
(603) 546-0300 FAX (603) 546-0310

Annmarie Holloran
Dean of Students
aholloran@campbellhs.org

January 28, 2003

Mr. Philip D. Bell
Superintendent of Schools
20 Library Street
Hudson, NH 03051

Ms. Catherine Hamblett
Superintendent-Elect of Litchfield
1 Highlander Court
Litchfield, NH 03052

Dear Superintendents Bell and Hamblett:

Campbell High School's third year of operations continues to be a point of pride and educational innovation which serves the community and the students of Litchfield in a positive and supportive manner. The personalization of instruction, the integrated course offerings in Math and Science, the advisory program, the Sophomore and Senior Projects, the rich offerings in the arts and co-curricular activities, the cutting edge technology which supports the curriculum, the personal plans for progress for each student and the interdisciplinary offerings in the humanities are some of the outstanding programs at Campbell H.S. which make our school so rich in opportunities for students.

The 2002-2003 school year has seen the culmination of our original plans to become a 9th-12th grade high school with a reputation for excellence and caring. This year we have added courses for our 12th grade students and have expanded our honors course offerings. The graduation committee has presented a proposal for consideration to the school board which will insure a ceremony of pride and celebration for our first graduating class. In addition, many of the protocols that we spoke about creating last year have been established. Early graduation, senior project guidelines and assessment, early dismissal and late arrival for seniors, the school profile, and college admissions protocols have all taken their place as a part of the Campbell High School program offerings this year. In addition, plans for ambitious student trips are being offered to students in certain classes including a February trip to Costa Rica for our Spanish language students, a trip to Paris in April for our French language students, a trip to New York City for a music competition for our chorus and band students and a trip to Florida for "Grad Night" at Disney World for members of the senior class.

A very big part of our plans for the future involves Campbell High School seeking accreditation through the New England Association of Schools and Colleges. We plan to seek initial candidacy with the NEASC this spring. In support of this effort, we have established a "Teaching and Learning Team" that meets twice each month and has students, teachers, parents, Litchfield citizens and administration among its members. This group is currently revisiting the Campbell High School Mission Statement to insure that it is consistent with the most recent NEASC standards. Changes to the school's mission will be voted on by the faculty and the school board for their approval. The work that will follow includes completing the curriculum writing for all courses, as well as establishing rubrics for student expectations for learning that are aligned with the mission statement. This will be done by the faculty and it will take a great deal of time, energy and coordination. The fruits of these efforts will serve our school in establishing a mission driven school which seeks to regularly inform the community about how our students are meeting these

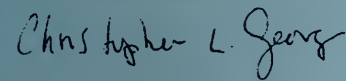
expectations for academic mastery. In addition to these efforts, our faculty has worked hard to insure that our curriculum is aligned with the New Hampshire frameworks. The results of this work will provide a curriculum that is better aligned from first grade through grade twelve. It should also provide progress on student scoring on the state NHEIAP test scores in tenth grade. Individuals interested in learning more about the accreditation process with NEASC can visit their web site for additional information at <http://www.neasc.org/cps/cps.htm> the timing for seeking initial candidacy has been recommended by the NEASC. Campbell High School has the advantage of having initiated many of our programs through the inspiration and the direction of the NEASC standards.

When I think back through this past year to assess our biggest accomplishments there are many benchmarks that have been established which create pride in our students, our staff and our community. The state championship that was won this fall by our Girls' Varsity soccer team was an obvious achievement of historic importance but there are many more. The performance of students and staff in the musical *Godspell* and the dramatic offering of "I Remember Mama" has put Campbell on the map for our drama program. The senior project dance assembly by two of our seniors, Mindy Fabiano and Colby Lemmo, captured everything we had hoped to achieve with these authentic assessments. The distinguished grades earned by Emily Goczalk and Josh Hilliard at St. Paul's this past summer speak to the great talent and accomplishment of our students. The Gold Medal won by our music students at the Great East Festival is emblematic of the quality of talent and leadership within the department. The opportunities that are afforded our students is due in great part to the committed staff members and the work of the parents and community members who have supported our Arts, Athletics and Academic programs. The great assistance our students and staff have received from the "Friends of Campbell High School" has assisted in making many aspects of our academic and co-curricular program come together. Their fundraising activities and volunteerism have strengthened all that we have done and we are deeply thankful for their support.

The second thought which comes to mind is how fortunate I have been to work with the staff at Campbell High School. The dedication and commitment that our teachers and custodians and secretaries and para-professionals and support staff have demonstrated is remarkable. There is a willingness to work together as a team and create a positive environment for all involved. There is a commitment to learning which sees faculty staying late into the evening working with students. There is a desire to establish programs of excellence which sees staff members coming in on weekends and during the evening. There is a feeling of ownership for the school and the facilities that sees a degree of care and stewardship that are exceptional by staff and by students.

As I look at the road ahead, I know that we are well prepared for the challenges we face because our community has proven their support and our staff has established a track record of commitment and caring. I am deeply proud of the educational progress that has been achieved at Campbell High School during our first three years of operation and I am honored to be able to work with these dedicated faculty and support staff personnel that make our school a place of educational opportunity and excellence for our students.

Respectfully submitted,

A handwritten signature in dark ink, reading "Chris L. George". The signature is written in a cursive, flowing style.

Christopher L. George

CAMPBELL HIGH SCHOOL STAFF – 2002/2003

<u>Name</u>	<u>Position</u>	<u>Degree</u>	<u>Salary</u>
Bagshaw, Karen	Family & Cons. Science	B	39,924
Belmonte, Linda	Computer Technology	B	40,241
Bisirri, Allison	Librarian	M	34,701
Burn, Aimee	English	M	29,854
Cassidy, Patricia	SpEd/Case Coordinator	M	47,370
Cloos, Sara	Social Studies	B	32,105
Colbath, Mary	Foreign Language	M	50,256
Crivac, Karen	Science	B	32,844
Crough, Shannon	Physical Ed.	B	28,791
Dodge, Christopher	Science	B	37,128
Flynn, Shawn	Math	B	34,526
Freeman, Denise	Art	M	40,412
Frost, Linda	Science	B	36,878
George, Christopher	Principal	M	71,080
Hall, Linda	Math	M	45,680
Hannon, Jessica	English	B	27,763
Hanson, Meredith	English	M	31,764
Harrigan, David	Social Studies	M	33,698
Holloran, Annmarie	Dean of Students	M	54,075
Horr, Amanda	Science	B	29,654
Jenness, Jennifer	Business	B	30,751
Kiestlinger, Daniel	Physical Ed.	B	45,548
Lee, Suzanne	English	B	27,763
Martin, Irene	Math	B	29,654
Martin, Philip	Music	M	47,370
Matthews, Mandy	Social Studies	B	28,791
McDonough, Shawn	Computer	M	48,792
O'Hara, David	Guidance Director	M	60,000
Parsons, Jeff	Guidance	M	46,408
Perreault, Dennis	Social Studies	M	37,579
Powers, Thomas	Foreign Language	M	47,370
Reilly, Kathy	English	M	39,502
Remington, Michael	Industrial Arts	B	45,548
Romein, Kirk	Art	B	28,791
Roye, Patrick	Special Education	B	45,548
Sargent, Mark	Science	B	27,763
Sarsfield, Robert	Math	B	36,629
Sawicki, Margaret	Special Education	B	27,763
Slattery, Rae	Foreign Language	M	38,092

Litchfield School District

ANNUAL HEALTH REPORT 2001-2002

Griffin Memorial School (grades 1-4)

Campbell High School (grades 9-11)

STUDENTS ENROLLED:

GMS- 570

CHS- 346

STATE MANDATED SCREENINGS:

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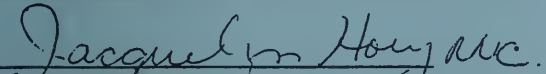
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A Tetanus Booster is required 10 years after the last DPT (9th or 10th grade)



Susan Seabrook RN/ School Nurse – Griffin Memorial



Jacquelyn Hoey RNC/ School Nurse – Campbell High School

LITCHFIELD SCHOOL DISTRICT STAFF – 2002/2003

<u>Name</u>	<u>Position</u>	<u>Degree</u>	<u>Salary</u>
Gregg, Ronda	Director, Special Education	M	71,000
Hamblett, Catherine	Superintendent-Elect	CAGS	85,000
Steel, Adam	Technology Coordinator	---	32,500
Thompson, Aurora	Psychologist	M	49,903
Vatcher, Mark (25%)	HVAC	Cert.	10,913

**LITCHFIELD SCHOOL DISTRICT
SCHOOL CALENDAR
2002-2003**

FINAL 3/6/02

	MON	TUE	WED	THU	FRI
AUGUST				X	X
	X	X	X	X	X
0	X	X	X	X	X
	X	X	X	X	X
	TW	TW	TW	TW	X

SEPTEMBER	X	3	4	5	6
	9	10	11	12	13
20	16	17	18	19	20
	23	24	25	26	27
	30				

OCTOBER		1	2	3	4
	7	8	9	10	11
22	X	15	16	17	18
	21	22	23	24	25
	28	29	30	31	

NOVEMBER					1
	4	5	6	7	8
17	X	12	13	14	15
	18	19	20	21	22
	25	26	X	X	X

DECEMBER	2	3	4	5	6
	9	10	11	12	13
15	16	17	18	19	20
	X	X	X	X	X
	X	X			

JANUARY			X	TW	TW
	6	7	8	9	10
19	13	14	15	16	17
	X	21	22	23	24
	27	28	29	30	31

FEBRUARY					
	3	4	5	6	7
15	10	11	12	13	14
	17	18	19	20	21
	X	X	X	X	X

MARCH	3	4	5	6	7
	10	11	12	13	14
21	17	18	19	20	21
	24	25	26	27	28
	31				

APRIL		1	2	3	4
	7	8	9	10	11
19	14	15	16	17	18
	21	22	23	24	25
	X	X	X		

MAY				X	X
	5	6	7	8	9
19	12	13	14	15	16
	19	20	21	22	23
	X	27	28	29	30

JUNE	2	3	4	5	6
	9	10	11	12	13
13	16	17	18	TW	20
	23	24	25	26	27
	30				

SEPT THRU JAN - 93 DAYS

FEB THRU JUNE - 87 DAYS

LEGEND

August 26, 27, 28, 29	--Inservice Days
August 30	--No School
September 2	--Labor Day
September 3	--First Day of School
October 14	--Columbus Day
November 11	--Veterans Day
November 27, 28, 29	--Thanksgiving Recess
December 23 - January 1	--Holiday Recess
January 2, 3	--Inservice Days
January 20	--Martin Luther King Day

Feb. 24 - 28	--Winter Recess
April 28 - May 2	--Spring Recess
May 26	--Memorial Day
June 18	--(Tentative) Last Day for Students
June 19	--Inservice Day

**SNOW DAYS WILL BE MADE UP AT
END OF SCHOOL YEAR (JUNE)**

LITCHFIELD SCHOOL DISTRICT

ENROLLMENT - PROJECTIONS ELEMENTARY

Grade	Enrolled October 1, 2002	Projected September 2003
1	126	124
2	131	126
3	130	135
4	148	134
Total	535	519

ENROLLMENT - PROJECTIONS MIDDLE SCHOOL

Grade	Enrolled October 1, 2002	Projected September 2003
5	142	147
6	153	143
7	145	154
8	139	147
Total	579	591

ENROLLMENT - PROJECTIONS HIGH SCHOOL

Grade	Enrolled October 1, 2002	Projected September 2003
9	112	132
10	108	112
11	130	104
12	98	121
Total	448	469

Combined
Totals

1,562

1,579

**Business Portion
Litchfield School District
Deliberative Session
Minutes
Saturday, February 1, 2003**

Time, Place: Meeting called to order at 7:23 p.m. in the auditorium of Campbell High School.

Present: Mr. John Regan, Moderator, presiding; School Board members Mr. Geoff Westervelt, Chairman (departed @ 9:30 p.m.); Mr. Dick Rafferty, Vice-Chairman; Mrs. Cynthia Couture (also Budget Committee representative), and Mr. Stephen Graveline; student representatives to the Board Mr. Keith Chasse and Ms. Pam Griswold; and Superintendent of Schools Mr. Philip Bell, Superintendent-Elect Ms. Catherine Hamblett, Associate Superintendent for School Resources Mr. Robert Berry, Campbell High School Principal Mr. Christopher George, Litchfield Middle School Principal Mr. Martin ("Bo") Schlichter, Griffin Memorial School Principal Dr. Linda Scott, and numerous other staff members; Budget Committee members Mr. Ralph Boehm; Chairman; Mr. Frank Byron (also Selectmen representative), Mr. John Caynon, Mr. Brent Lemire, Mrs. Laurie Ortolano, Mr. William Spencer and Mr. Cecil Williams.

Ballot clerks on duty were Ms. Kathleen Algeo, Ms. Bertha Mieczkowski, Ms. Joan McKibben and Ms. Corlyn Yusuf.

Moderator Regan led the assembly in a moment of silence for the astronauts of the space shuttle Columbia followed by the Pledge of Allegiance led by Girl Scout Troop #103. Moderator Regan reviewed the rules and procedures under which the meeting would be conducted. On a majority voice vote, the assembly agreed to allow non-voters to speak, as has become customary.

NOTE: The order of business of the Deliberative Session was sometimes conducted out of the warrant articles' numeric sequence. Recording activity in chronological order would make the minutes difficult to follow; therefore, the Articles will be listed, with action taken thereon, in the order in which they were listed on the Warrant.

Article 1

To see if the Litchfield School District will vote to raise and appropriate the sum of \$630,000.00 for the construction, furnishing and original equipping of a four classroom addition to the Litchfield Middle School, and to authorize the issuance of not more than \$630,000.00 of bonds or notes in accordance with the provisions of

the Municipal finance Act (RSA Chapter 33) and to authorize the school board to issue and negotiate such bonds or notes and to determine the rate of interest thereon and to take all other necessary action in connection therewith. And further to raise and appropriate the sum of ninety-one thousand, three hundred, fifty dollars and no cents (\$91,350.00) for the first year's payment of principal and interest on the bond.

Recommended by the School Board

Not Recommended by the Budget Committee

Mr. Rafferty as well as Mr. Schlichter, Principal of LMS and Mr. Lecklider, Assistant Principal of LMS, spoke to the article.

Amendment #1

Mr. Dick Rafferty made the motion to amend Article 1 to reduce the first year's payment of principal and interest from \$91,350.00 to \$21,470.00 for the first year's payment of \$15,470.00 interest and \$6,000.00 in administrative fees to the bond bank. Mr. Bill Spencer seconded the motion.

The motion, as amended, passed by a majority voice vote.

Discussions took place concerning the length of the bond and interest rates, portable classrooms versus a permanent addition, the construction of a new elementary school to alleviate the crowding at LMS and enrollment projections. It was debated if an addition was necessary if a new elementary school were built. Options, should the article fail, included a brief discussion regarding split sessions.

Mr. Bill Spencer made the motion, "Recognizing that the school board has the authority to determine the length of the bond, I would move to ask the legislative body for a sense as to whether they would prefer a five-year or ten-year bond." Mrs. Ortolano seconded the motion. By consensus, the legislative body voted for a five-year bond. This motion is non-binding.

Article 1 (as it will appear on the ballot)

To see if the Litchfield School District will vote to raise and appropriate the sum of \$630,000.00 for the construction, furnishing and original equipping of a four classroom addition to the Litchfield Middle School, and to authorize the issuance of not more than \$630,000.00 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the school board to issue and negotiate such bonds or notes and to determine the rate of interest thereon and to take all other necessary action in connection therewith. And further to raise and appropriate the sum of twenty-one thousand, four hundred seventy dollars and no cents (\$21,470.00) for the first year's payment of principal and interest on the bond.

Recommended by the School Board

Not Recommended by the Budget Committee

Article 2

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling \$14,236,338.46. Should the article be defeated, the operating budget shall be \$14,027,453.00 which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law, or the school board may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

Mrs. Cindy Couture spoke to the article. She outlined the costs in the operating budget. She addressed the additional costs of the SAU and staffing needs of the district. Mr. Stephen Graveline presented a comparison of the dollars spent per student in Litchfield versus the State's average of dollars spent per student. Elementary and middle school costs per student in Litchfield fall well below the state average.

Discussion regarding the tax rate and LMS bond took place.

Amendment #1

Mr. Bill Spencer made the motion to amend the operating budget from \$14,236,338.46 to \$14,141,486.46. Ms. Sueann Johnson, 35 Locke Mill Drive, seconded the motion. This figure represents the Budget Committee's recommendation for the operating budget.

Mr. Geoff Westervelt opposed the motion. He explained the Board's position to justify the budgeted positions of Curriculum Director including benefits and part-time special education secretary and its relation to the reduction proposed by Mr. Bill Spencer. He emphasized the value of a Curriculum Director stating analysis and direction for students in grades 1-12, grant writing and staff development. Thorough discussion took place concerning the position of Curriculum Director. There was debate whether this was an existing position within the SAU or a new position. Justification for a full-time position was discussed. Opinions differed on whether this position should be posted as a separate warrant article.

Mr. Philip Reed called the question to close the discussion. Mr. Bill Spencer seconded. The motion carried by a majority voice vote.

A secret ballot was requested, with the appropriate signatures, on this amendment to Article 2. The Moderator instructed voters to use yes/no ballot #22.

For clarification, the Moderator instructed voters that a 'yes' vote indicated support for a decrease from \$14,236,338.46 to \$14,141,486.46 in the operating budget. A 'no' vote indicated that the operating budget would remain at \$14,236,338.46.

Yes: 138

No: 102

Invalid: 1

The motion, as amended, passed by secret ballot.

Amendment #2

Ms. Julie Landolfi, 19 Woodhawk Way, made the motion to amend the operating budget from \$14,141,486.46 to \$14,155,527.46. This sum, \$14,041.00, represents the amount needed to provide paraprofessionals with salary increases for the 2003-2004 school year as agreed upon in a three-year salary schedule established in 2000. Ms. Pam Boutselis, 14 Shirley Way, seconded the motion.

Discussion regarding the agreements made between the Superintendent of Schools, the School Board and the paraprofessionals took place.

Mr. Bill Spencer made the motion to call the question to close the discussion. Mr. John Bryant, 3 Goff Drive, seconded the motion. The motion carried by a majority voice vote.

The motion, as amended, passed by a majority voice vote.

Amendment #3

Mr. Bill Spencer made the motion to amend the operating budget from \$14,155,527.45 to \$14,117,849.46. This decrease reflects \$30,000.00 budgeted for a boiler at GMS offset by insurance reimbursement along with current funds and a \$7,678.00 accounting error. Mr. John Bryant seconded the motion.

The motion, as amended, passed by a majority voice vote.

Amendment #4 (as proposed)

Mrs. Cindy Couture made the motion to increase the operating budget from \$14,117,849.46 to \$14,198,720.46. This reflects an increase of \$80,871.00 for the position of Curriculum Director and benefits. Mr. Dick Rafferty seconded the motion.

Thorough discussion took place regarding the existing position within the Hudson/Litchfield SAU and the continuation of the position for the Litchfield SAU. A discussion regarding whether this position should be included in the operating budget or posted as a separate warrant article took place.

Mr. Bill Spencer called the question to close the discussion. Mrs. Ortolano seconded. The motion carried by majority voice vote.

A secret ballot was requested, with the appropriate signatures, on this amendment for Article 2. The Moderator instructed voters to use yes/no ballot #12.

Yes: 85
No: 123
Invalid: 2

The motion, as amended, failed by secret ballot.

Mrs. Ortolano expressed concern regarding the default budget and the health care benefit lines; they appear in the default for 21.4% and in the operating budget for 17%. Ms. Barbara Loughman, District Counsel, addressed her concern. Mr. Spencer also expressed concern for benefit line items, special education tuition costs and start-up costs included in the default budget that should be removed. Mrs. Ortolano expressed concern for contracted speech services and adjustments of double billing in the default budget. Ms. Hamblett and Mr. Berry addressed their concerns.

Amendment #5 (as proposed)

Mrs. Cindy Couture made the motion to amend the operating budget from \$14,117,849.46 to \$14,163,758.46. This adds the sum of \$45,909.00 to the bottom line that includes salary and benefits for a first grade teacher at GMS to meet the needs of an anticipated enrollment at Grade 1. Mr. Dick Rafferty seconded.

Mrs. Cindy Couture stated that current enrollment for the incoming first grade were unprecedented and that enrollments could be as high as 160 students. Mrs. Cindy Couture expressed concern regarding Grade 1 enrollment.

Mrs. Laurie Ortolano called the question to close the discussion. Mr. Bill Spencer seconded. The motion carried by a majority voice vote.

The motion, as amended, failed by a majority voice vote.

Amendment #6 (as proposed)

Mr. Joe Stapleton, 1 Standish Circle, made the motion to amend the operating budget from \$14,117,849.46 to \$14,056,940.46. This reduction reflects the removal of computers at LMS (\$15,000.00) and a computer teacher at LMS (\$45,909.00). Ms. Sueann Johnson seconded.

Ms. Heather Tibbitts, 17 White Street, stated opposition to this motion as computer skills is one of the most important skills we can teach our children in this day and age. She also observed that the lateness of the hour caused many to leave and therefore a proper

representation of the voters no longer existed. Mrs. Ortolano supported the amendment citing the computers and teacher as an expansion of programs and stated it should be on a separate warrant article. Board members argued that the program existed at CHS, but wished to teach computer literacy at the middle school level instead, similar to other districts.

Mr. John Bryant called the question to close the discussion. Mr. Leon Barry, 17 Cutler Road, seconded. The motion carried by a majority voice vote.

The motion, as amended, failed by a majority voice vote.

The voice vote was challenged. The Moderator accepted a written request, with appropriate signatures, for a standing count.

The motion, as amended, failed by a standing count.

Mr. Tim Wade, 11 Bear Run Drive, called the question to close Article 2. Mr. John Bryant seconded. The motion carried unanimously by voice vote.

Article 2 (as it will appear on the ballot)

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling \$14,117,849.46. Should the article be defeated, the operating budget shall be \$14,027,453.00 which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law, or the school board may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

Article 3

Shall the Litchfield School district vote to raise and appropriate the sum of forty-five thousand, nine hundred dollars (\$45,900.00) to provide the infrastructure necessary for improvements in the networking operations at Griffin Memorial School and the Litchfield Middle School.

Mr. Stephen Graveline addressed the article. He explained this appropriation as part of the Technology Plan. The State Board of Education requires a technology plan. Network infrastructure includes improvements to GMS and LMS for an upgrade from 10 Mb/s Hubs to 100 Mb/s Switches, a consistent platform for connecting CHS to LMS and GMS, increased speed and security, and allows for integration with future telephony upgrade.

He also noted the small percentage of dollars spent in Litchfield on technology compared to other districts of the same size.

Mr. Leon Barry requested that the Budget Committee voice their recommendation on this and other articles. He asked how this dollar amount was derived and what other quotes were given. Mr. Ralph Boehm spoke to Budget Committee recommendations. He indicated that the Budget Committee would have supported Articles 3 and 4 had the warrants been written as "special" warrant articles. The indication of a "special" warrant would ensure that the taxpayer would see the return of the funds should the costs not be as high as budgeted in the warrant articles. Board members pledged to return these funds if costs were lower than budgeted. Ms. Barbara Loughman addressed the term "special" warrant and the Moderator reviewed the RSA that pertained to "special" warrants. Mr. Graveline answered the previous question concerning the other quotes as: \$48,269.00, \$49,338.00 and \$51,984.00. He noted all of these quotes as higher than what appears on the warrant as technology costs are expected to decline. Mr. John Caynon stated that the costs put forth by the School Board are excessively high and the equipment that the Board recommends to purchase is very expensive. Costs could be as low as \$26,000.00 for similar, less expensive equipment. Mr. Adam Steel, Technology Coordinator for the District, addressed the reasons why certain equipment was selected.

Amendment #1 (as proposed)

Mr. Leon Barry made the motion to amend Article 3 from \$45,900.00 as written to \$26,000.00. Mr. Bill Spencer seconded the motion.

There was limited discussion.

The motion, as amended, failed by a majority voice vote.

The article stands as written.

Article 4

Shall the Litchfield School District vote to raise and appropriate the sum of thirty-nine thousand, eight hundred dollars (\$39,800.00) for the purpose of continued improvement in the use of educational technology at Griffin Memorial School and Litchfield Middle School by the purchase of software and laptop computers to be used by teachers for curriculum development and the instruction of students.

Mrs. Cindy Couture spoke to the article. She explained that broken and obsolete classroom computers at LMS and GMS would be replaced with twelve laptops at each school. Laptops will provide increased productivity of teachers and be used for classroom lessons, interactive use in the class and communication with parents. It also provides for an increased use of technology.

Discussion concerning the numbers of computers to be replaced took place. Ms. Lynn Breen, 1 Sparrow Court, requested that the Board commit to returning the funds not used

for the purchase of these laptops to the taxpayer. Ms. Mary Ann Geist, 7 Center Street, asked how the laptops would be assigned. She noted unfairness for some teachers to have laptops and others not. Mrs. Cindy Couture stated that laptops would be awarded to those teachers who designed a plan for use in the classroom. Mrs. Cindy Couture explained that due to budget limitations, the plan for all teachers to have laptops would be phased in, as outlined in the Technology Plan for the district.

There was a motion from the floor to call the question to close discussion. Ms. Lynn Breen seconded the motion. The motion carried unanimously by voice vote.

The article stands as written.

Article 5

Shall the Litchfield School District vote to raise and appropriate the sum of forty-four thousand, eight hundred and fifty-four dollars (\$44,854.00) for the purpose of beginning a Junior Varsity Football program and corresponding Varsity Cheerleading/Spirit program. Ten thousand dollars (\$10,000.00) to be raised by the Cougar Gridiron Club bringing the amount to be raised by taxes to thirty-four thousand, eight hundred and fifty-four dollars (\$34,854.00).

Mr. Dick Rafferty spoke to the article. He introduced student representatives to the School Board, Keith Chasse and Pam Griswold, who shared the results of a survey conducted at Campbell High School showing overwhelming support for a football/spirit program and the willingness of students to support the Cougar Gridiron Club.

Mr. Antonucci, 9 Shirley Way, Chairman of the Cougar Gridiron Club, read a statement for the voters in support of the football program. Students expressed their support for the program. Title IX concerns were also addressed. Timing of a football program given the needs of the district was discussed. Costs of the start-up program and its maintenance were addressed.

Mr. Bill Spencer called the question to close the discussion. Mr. John Bryant seconded the motion. The motion carried unanimously by a voice vote.

The article stands as written.

Article 6

Whereas New Hampshire School Districts face ever-tightening budgets; and Whereas New Hampshire School Districts are finding it increasingly difficult to raise and appropriate sufficient dollars on the local level to provide their students a quality education; and Whereas newly enacted and existing federal mandates have placed an undue and heavy financial burden on local school district budgets:

Be It Therefore Resolved: That the voters of the Litchfield School District vigorously oppose any and all unfounded and under-funded federal educational mandates, including but not limited to, those contained in the recently enacted No Child Left Behind Law as well as those mandates historically under-funded within the IDEA/Special Education Laws.

Mrs. Cindy Couture spoke to the article. Ms. Janet Oberti, 32 Bear Run Drive, questioned if this article would affect accreditation and was told it would not. Additional discussion concerning the No Child Left Behind Law and support of the article took place.

The article stands as written.

Petition Warrant #1

As a community operating under Senate Bill 2, R.S.A. 40:13, we support the Litchfield School Board creating separate warrant articles for new positions, increased hours of staff, new equipment, and architectural work. The Litchfield School Board will then be continuing past practice to provide voters with greater choice on increases in the school spending. This is a petition warrant article.

Mrs. Laurie Ortolano spoke to the warrant.

Mrs. Cindy Couture stated that should this warrant article be enacted, 55 warrant articles would be on the ballot. Mr. Philip Reed, 7 Forest Lane, indicated that Litchfield has outgrown the need for micro-management. He indicated that our elected officials come forth with the budget. He stated that if voters had serious concerns about how the budget was brought forward, don't re-elect these officials; he felt it a waste of time spending so many hours micromanaging the decisions of the elected officials. Ms. Sueann Johnson thanked the work of the Budget Committee. Mr. John Caynon asked voters if they preferred to be overwhelmed with information or not given any information. Mr. Brent Lemire expressed support for both petition warrants as in the best interests of the town.

Mr. Bill Spencer called the question to close the discussion. Mr. John Bryant seconded. The motion carried unanimously by voice vote.

The petition warrant stands as written.

Petition Warrant #2

The voters of Litchfield support having the recommendations of the Budget Committee and the School Board printed on the school district ballot. This is a petition warrant article.

There was no discussion on the petition warrant article.

The article stands as written.

The Moderator thanked all who attended this Deliberative Session and accepted a motion to adjourn. Mr. Bill Spencer made the motion to adjourn at 12:10 a.m. Mr. John Bryant seconded the motion. The motion passed unanimously.

A true record of the
School District Deliberative Session
Attest:

A handwritten signature in dark ink, appearing to read "Leigh Ann Stone", written over a horizontal line.

Leigh Ann Stone
School District Clerk

Submitted: February 5, 2003

School Deliberative Session
Litchfield School District
February 9, 2002

Time/Place: 7:25 p.m.; auditorium Campbell High School

Present:

Moderator: Phil Reed

SAU: Philip (Randy) Bell, Superintendent
Robert (Bob) Berry, Assistant Superintendent
Catherine Hamblett, Associate Superintendent, Litchfield
Diane Gorrow, School District Counsel
Leslie Derbyshire, Special Services Director
Linda Scott, Principal, Griffin Memorial School
Martin (Beau) Schlicter, Principal, Litchfield Middle School
Christopher George, Principal, Campbell High School
Gina Allocca Ferlan, School District Court

School Board: Donna Straight, Chairman, Laura Loeb-Ferrari, Geoffrey Westervelt, and Richard (Dick) Rafferty.

Budget Committee: Ralph Boehm, Chairman, William (Bill) Spencer, Cecil Williams. Laurie Ortolano, John Caynon, and John Devereux, selectman representative

Moderator Reed led the assembly in the Pledge of Allegiance and a moment of silence for the victims of September 11th. He explained the procedures which the meeting, under Senate Bill 2, would be conducted. On a voice vote, voters agreed to allow non-voters to speak.

The Moderator opened the Meeting with a motion to defer discussion on Article 1 until after all other articles had been discussed. Ralph Boehm accepted motion. Seconded by Geoff Westervelt. Voice vote: unanimous to defer Article 1.

Moderator Reed read all Articles unless otherwise noted.

Article 2

Shall the Litchfield School District vote to authorize the school board to enter into a three (3) year lease agreement with annual renewals after the first three (3) years at \$34,680 for the purpose of leasing four (4) modular classrooms at Litchfield Middle School, and appropriate the sum of \$96,575 for the first year's payment for that purpose? The lease agreement contains an "escape" clause. (The estimated cost of the lease over three (3) years is \$289,725).

Donna Straight immediately proposed Amendment to Article 2, which Dick Rafferty Seconded. Donna Straight speaks to the Amendment stating that it is fiscally more sound to own the portables than to lease them.

Amendment to Article 2

Shall the Litchfield School District vote to authorize the school board to enter into a three (3) year lease/purchase agreement for the purpose of purchasing four (4) modular classrooms at Litchfield Middle School, and appropriate the sum of \$122,429 for the first year's payment for that purpose? The lease/ purchase agreement contains an "escape" clause. This is a special warrant article. (The estimated cost of the lease/ purchase agreement over three (3) years is \$367,288).

Laurie Ortolano, Budget Committee, asked if the Administration had broken down the costs of installation Donna Straight gave the breakdown to which Laurie Ortolano questioned the use of the electrical contractor.

Leon Barry, 9 Cutler Rd., asked what years the portables would be used and are extra teachers needed for the extra space. Martin Schlichter gave a breakdown of the classes versus how many rooms were available.

Al Raccio, 16 Bear Run, asked what has changed that makes the need for portables a good solution compared to 4 years ago. Donna Straight addressed the issue by stating that 4 years ago the portables would have been a one-year solution to the high school problem and the units could be used for administrative purposes in the years to come. Al Raccio followed with a question regarding the expansion of facilities at LMS and what determines article to be "special." Bill Spencer answered that the cost of the addition at LMS would only leave the district with 3 extra classrooms and that the article would be called a "special" article so that the use of the money was limited to the lease/purchase of the portables.

Laurie Ortolano asked why only 1 bid was obtained on the portables and what was the downside of waiting until later. Donna Straight stated that the amount was not a bid, but a quote and in answer to her second question, overcrowding was the issue.

Richard Tango-Lowy, 2 McQuesten Cr., asked if this was a way to plan for the future. Donna Straight stated yes. Bill Spencer followed up stating that this was a way to hold off the problems at GMS and LMS

Michael Couture, Stark Lane, motioned to call discussion of the amendment. Seconded by Leon Barry. Motion accepted, although not unanimously.

Laurie Ortolano requested in writing with appropriate signatures to vote on amendment by secret ballot.

Vote on amendment: 71 yes, 16, no. Amendment passed.

Discussion on Article 2 as amended:

Al Raccio asked if article adds \$122,000 to budget. Ralph Boehm stated that the \$\$ are an amount outside of budget.

Leon Barry asked why add 4 units when more may be needed and why there was only one bid taken for the project. Donna Straight answered that the school board did not want more than was needed. Bill Spencer stated that the need is not an administrative need as yet.

John Regan, 9 Chasebrook Circle asked if there was a buyback available for after the portable units were no longer needed and if the units were new or used. Bob Berry, SAU, stated that all options were being researched.

Joe Stapleton, 1 Standish Way, asked if the money at \$100 a square foot for new space would be better used for an addition. Donna Straight replied that an addition would not allow for enough space.

Ray Peeples, 205 Charles Bancroft Highway, asked if the measure was a stop-gap. Donna Straight explained that the units could be used after building a new elementary school. Ray Peeples followed in asking whether this was a long-term solution

Linda Tate, 7 High Plain Ave, addressed issue revolving around a new school being talked about for years and where the district has the land available for the portables. Beau Schlichter explained where the units would go and what they could be used for when/if an elementary school is built.

Al Raccio motioned to close discussion. Seconded by Bill Spencer. On a Voice vote the discussion was closed by a majority vote of ayes.

Article 3

Shall the Litchfield School District vote to raise and appropriate the sum of \$47,370, which includes salary and benefits, for the purpose of hiring a full-time special education teacher at Griffin Memorial School?

Dick Rafferty addressed the Article, stating that the position was already filled, but needed funding through a warrant article.

The discussion that ensued, starting with Ray Peeples, surrounded the statement that the position was at Campbell High School and not at Griffin Memorial where the position in the article was stated to be. Dick Rafferty responded by stating that the article was a legal means of justifying the position and was requested by the Budget Committee to do so. Laurie Ortolano talked about class sizes and how the District is in keeping with class size recommendations concerning para-professionals in the classes.

Ray Peeples motioned to amend Article 3 changing the wording from Griffin Memorial School to Campbell High School. Leon Barry seconded the motion.

Amendment to Article 3

Shall the Litchfield School District vote to raise and appropriate the sum of \$47,370, which includes salary and benefits, for the purpose of hiring a full-time special education teacher at Campbell High School?

Discussion on Amendment to Article 3

Ray Peeples spoke to the amendment saying it made more sense written that way.

Al Raccio asked how are we adding a position when it is a retention issue. Dick Rafferty and Donna Straight followed up by stating that it was proper procedure in retaining a temporary position. Ralph Boehm explained that the Article keeps things honest and forthright.

After Laurie Ortolano and Bill Spencer addressed the issue again, Ray Peeples withdrew the amendment and Leon Barry Seconded the withdrawal.

Discussion on Article 3 as previously written

Susan Seabrook, Bear Run, asked legal counsel how an amendment would be worded to insure that the Special Education position would stay at GMS where needed.

Al Raccio motions to amend article 3 to state the dollar amount as written be changed to \$.02. Seconded by Leon Barry.

Amendment to Article 3

Shall the Litchfield School District vote to raise and appropriate the sum of \$.02, which includes salary and benefits, for the purpose of making hiring a full-time special education teacher at Griffin Memorial School?

Discussion on Amendment to Article 3

The discussion on the Amendment had Budget Committee members questioning the legitimacy of the Amendment. The discussion was called by Mike Berrigan, 10 Hopkins Rd., and was seconded by Leon Barry. The voice vote to accept the amendment failed.

Discussion on Article 3

Mike Barrigan proposed an Amendment to Article 3 changing the wording to "purpose of making an existing one year position, a full time." Leon Barry seconded the motion.

Amendment to Article 3

Shall the Litchfield School District vote to raise and appropriate the sum of \$47,370, which includes salary and benefits, for the purpose of making an existing one year position a full-time special education teacher at Griffin Memorial School?

Discussion of Amendment to Article 3

Dick Rafferty motioned to call discussion but the motion failed.

Debbie Stapleton, 1 Standish Way, asked if the article failed, would we lose the teacher. Donna Straight said yes. Laurie Ortolano spoke in favor of the amendment. Mike Berrigan motioned to withdraw the amendment, but Leon Barry would not withdraw his second to the amendment.

Michael Ortolano, 16 Martin Lane, called the discussion. Seconded by Christina Linnehan, 13 Center St.. On a voice vote, the motion to amend Article 3 passed.

Discussion on Article 3 as amended

No Discussion

Article 4

Shall the Litchfield School District vote to raise and appropriate the sum of \$44,083, which includes salary and benefits for the purpose of hiring a full-time eighth grade teacher at Litchfield Middle School?

Donna Straight explained the need for the article. Beau Schlicter justified the need for the position and Bill Spencer stated that the position could wait until next year. No Further Discussion

Article 5

Shall the Litchfield School District vote to raise and appropriate the sum of \$44,083, which includes salary and benefits, for the purpose of hiring a full-time core teacher at Campbell High School?

Donna Straight explained the need to keep ratios down at Campbell High School and Chris George cited the comparisons made with other school districts affirmed the need for the new teacher. Bill Spencer said that we match up already in comparison to other districts.

Laurie Ortolano spoke against the article. Linda Tate said that the districts used for comparison didn't have the same demographics as Litchfield. Al Raccio asked if the article promoted the accreditation process to which Chris George replied that it did in some ways apply to that.

Debbie Stapleton asked if the books were also going to be purchased for the new teacher and classroom, as many of the classes were not supplied with books. Bill Spencer said that the need for the teacher was based on a guess by the administration and not actual numbers.

Mike Ortolano, called the discussion on the article and was seconded by Al Raccio.

No Further Discussion

Article 6

Shall the Litchfield School District vote to raise and appropriate the sum of \$22,710, which includes salary and benefits, for the purpose of increasing the half-time guidance position to full-time at Litchfield Middle School in order to meet the State minimum standards?

Geoff Westervelt explained the need for the position

Leon Barry asked if the article meant that the salary for the position was to be doubled.

Geoff Westervelt replied that the position was to increase the part-time position to full-time with salary and benefits.

No further discussion

Article 1

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forward on the budget posted with the warrant or as amended by the vote at the first session, for the purposes set forth herein, totaling \$13,645,671? Should the article be defeated, the operating budget shall be \$13,388,487 which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law, or the

governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

Ralph Boehm addressed the article.

Christina Linnehan asked if the position of a third grade teacher was being eliminated. Bill Spencer stated that the teacher was being reassigned in the school due to a retirement at GMS. Christina Linnehan proposed an amendment "to keep the position of the third grade teacher at the school in the sum of \$44,308." The motion to discuss the amendment failed due to a lack of a second on the motion.

Al Raccio asked if the budget included expenses other than increases in expenditures. Ralph Boehm stated that the budget did include expenses for positions needed at the High School due to the first full enrollment of all grades at the CHS. Bill Spencer explained that the budget did not fund special education tuition sufficiently.

Gina Allocca Ferlan, 109 Talent Rd., asked if the project of fixing the roof at GMS that was voted on and underfunded by a warrant article in 2001 was going to be finished in the coming months. Bob Berry said the project was scheduled to be worked on and completed barring icing at the school during the April break.

Joe Stapleton, 1 Standish Way, asked if the books for students at CHS were going to be sufficiently funded in the coming year. Randy Bell replied that the textbooks were at a fund level of about 85-90%. Joe Stapleton again asked if the books were sufficiently funded. Chris George explained that some classes had recently been supplied with the books needed. Joe Stapleton then asked if a surplus was built in the budget to supply the classes with books. Laurie Ortolano explained that due to many other expenditures and major accounting errors at the SAU level the district was left with a deficit of almost \$600,000.

Ray Peebles asked if the vacant position of assistant vice principal at GMS was being funded in the budget. Donna Straight said the position would be funded when an appropriate person was found.

No further discussion.

Cecil Williams and John Devereux thanked Phil Reed for his 21 years of service as the Moderator and for his devotion to the district in very difficult circumstances at times.

Phil Reed motioned to adjourn the meeting at 10:15. Seconded by Bill Spencer and on a voice vote the meeting was adjourned.

A true record of the
School Deliberative Session
Attest:

A handwritten signature in dark ink, appearing to read "Gina M. Allocca", followed by a horizontal line extending to the right.

Gina M. Allocca Ferlan
School district Clerk

**LITCHFIELD
SCHOOL DISTRICT MEETING AND ELECTION RESULTS
March 12, 2002**

Election of Officers

Moderator: John Regan, 1,104 votes, elected

Treasurer: JoEllen Bellerive, 1, 028 votes, elected

School District Clerk: Diane Jerry, 15 votes, accepted position

**School Board: 3-year term--Cynthia Couture, 927 votes, elected
2-year term--Lisa Belzil, 946 votes, elected**

Article 1

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forward on the budget posted with the warrant or as amended by the vote at the first session, for the purposes set forth herein, totaling \$13,645,671? Should the article be defeated, the operating budget shall be \$13,388,487 which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law, or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

**Yes 778 Article passes
No 549**

Article 2

Shall the Litchfield School District vote to authorize the school board to enter into a three (3) year lease/purchase agreement for the purpose of purchasing four (4) modular classrooms at Litchfield Middle School, and appropriate the sum of \$122,429 for the first year's payment for that purpose? The lease/ purchase agreement contains an "escape" clause. This is a special warrant article. (The estimated cost of the lease/ purchase agreement over three (3) years is \$367,288).

**Yes 603
No 723 Article fails**

Article 3

Shall the Litchfield School District vote to raise and appropriate the sum of \$47,370, which includes salary and benefits, for the purpose of making an existing one year position a full-time special education teacher at Griffin Memorial School?

Yes 677 Article passes
No 630

Article 4

Shall the Litchfield School District vote to raise and appropriate the sum of \$44,083, which includes salary and benefits for the purpose of hiring a full-time eighth grade teacher at Litchfield Middle School?

Yes 477
No 827 Article fails

Article 5

Shall the Litchfield School District vote to raise and appropriate the sum of \$44,083, which includes salary and benefits, for the purpose of hiring a full-time core teacher at Campbell High School?

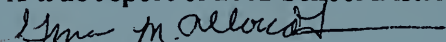
Yes 418
No 895 Article fails

Article 6

Shall the Litchfield School District vote to raise and appropriate the sum of \$22,710, which includes salary and benefits, for the purpose of increasing the half-time guidance position to full-time at Litchfield Middle School in order to meet the State minimum standards?

Yes 773 Article passes
No 544

A true report of 2002 School District election results, attest:


Gina M. Allocca Ferlan
School District Clerk

LITCHFIELD

VOTING WARRANT

March 11, 2003

The State of New Hampshire

To the inhabitants of the School District of the Town of Litchfield in the County of Hillsborough and the State of New Hampshire, qualified to vote upon district affairs:

YOU ARE HEREBY NOTIFIED TO MEET AT THE LITCHFIELD MIDDLE SCHOOL IN SAID DISTRICT ON TUESDAY, THE 11TH DAY OF MARCH, 2003, AT 7:00 O'CLOCK IN THE FORENOON TO ACT UPON THE FOLLOWING QUESTIONS:

1. To choose a Moderator for the ensuing year.
2. To choose a Clerk for the ensuing year.
3. To choose a Member of the School Board for the ensuing three years.
4. To choose a Member of the School Board for the ensuing three years.
5. To choose a Treasurer for the ensuing year.

POLLS WILL BE OPEN FROM 7:00 A.M. AND WILL CLOSE NO EARLIER THAN 7:00 P.M.

GIVEN UNDER OUR HANDS AT SAID LITCHFIELD THIS 22ND DAY OF January 2003.

True Copy of Warrant - Attest:

Copy Attest
Richard L. Laffin
James Bulfinch
Stephen J. Sanction
Cynthia A. Cud

Copy Attest
Richard L. Laffin
James Bulfinch
Stephen J. Sanction
Cynthia A. Cud

School Board

**LITCHFIELD
SCHOOL DISTRICT WARRANT
February 1, 2003
The State of New Hampshire**

To the inhabitants of the School District of Litchfield, New Hampshire qualified to vote in school district affairs; you are hereby notified to meet at the Campbell High School in said district on the 1st day of February, 2003, at 7 p.m. for the first session of the annual school district meeting, to deliberate on the following subjects and to meet again at the Litchfield Middle School in said district on Tuesday, March 11, 2003 between the hours of 7:00 a.m. and 7:00 p.m. for the second session of the annual school district meeting to vote by official ballot upon the following subjects:

ARTICLE 1

To see if the Litchfield School District will vote to raise and appropriate the sum of \$630,000.00 for the construction, furnishing and original equipping of a four classroom addition to the Litchfield Middle School, and to authorize the issuance of not more than \$630,000.00 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the school board to issue and negotiate such bonds or notes and to determine the rate of interest thereon and to take all other necessary action in connection therewith. And further to raise and appropriate the sum of twenty-one thousand, four hundred seventy dollars and no cents (\$21,470.00) for the first year's payment of principal and interest on the bond.

Recommended by the Litchfield School Board Not Recommended by the Budget Committee

ARTICLE 2

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling \$14,117,849.46. Should the article be defeated, the operating budget shall be \$14,027,453.00 which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law, or the school board may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

IN ACCORDANCE WITH CHANGES MADE AT FEBRUARY 1, 2003 DELIBERATIVE SESSION.

ARTICLE 3

Shall the Litchfield School District vote to raise and appropriate the sum of forty-five thousand, nine hundred dollars (\$45,900.00) to provide the infrastructure necessary for improvements in the networking operations at Griffin Memorial School and the Litchfield Middle School.

ARTICLE 4

Shall the Litchfield School District vote to raise and appropriate the sum of thirty-nine thousand, eight hundred dollars (\$39,800.00) for the purpose of continued improvement in the use of educational technology at Griffin Memorial School and Litchfield Middle School by the purchase of software and laptop computers to be used by teachers for curriculum development and the instruction of students.

ARTICLE 5

Shall the Litchfield School District vote to raise and appropriate the sum of forty-four thousand, eight hundred and fifty-four dollars and zero cents (\$44,854.00) for the purpose of beginning a Junior Varsity Football program and corresponding Varsity Cheerleading/Spirit program. Ten thousand dollars (\$10,000.00) to be raised by the Cougar Gridiron Club bringing the amount to be raised by taxes to thirty-four thousand, eight hundred and fifty-four dollars and no cents (\$34,854.00).

ARTICLE 6

Whereas New Hampshire School Districts face ever-tightening budgets; and Whereas New Hampshire School Districts are finding it increasingly difficult to raise and appropriate sufficient dollars on the local level to provide their students a quality education; and Whereas newly enacted and existing federal mandates have placed an undue and heavy financial burden on local school district budgets:

Be It Therefore Resolved: That the voters of the Litchfield School District vigorously oppose any and all unfounded and under-funded federal educational mandates, including but not limited to, those contained in the recently enacted No Child Left Behind Law as well as those mandates historically under-funded within the IDEA/Special Education Laws.

IN ACCORDANCE WITH CHANGES MADE AT FEBRUARY 1, 2003 DELIBERATIVE SESSION.

Petition Warrant #1

As a community operating under Senate Bill 2, R.S.A. 40:13, we support the Litchfield School Board creating separate warrant articles for new positions, increased hours of staff, new equipment, and architectural work. The Litchfield School Board will then be continuing past practice to provide voters with greater choice on increases in school spending. This is a petition warrant article.

Petition Warrant #2

The voters of Litchfield support having the recommendations of the Budget Committee and the School Board printed on the school district ballot. This is a petition warrant article.

**GIVEN UNDER OUR HANDS AT SAID LITCHFIELD THIS 27TH
DAY OF JANUARY 2003.**

True Copy of Warrant – Attest

Geoffrey Westervelt

Lisa Belzil

Cynthia A. Couture

Stephen J. Graveline

Richard Rafferty

School Board

**IN ACCORDANCE WITH CHANGES MADE AT FEBRUARY 1, 2003 DELIBERATIVE
SESSION.**



PLODZIK & SANDERSON

Professional Association/Accountants & Auditors

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX-224-1380

INDEPENDENT AUDITOR'S REPORT

To the Members of the School Board
Litchfield School District
Litchfield, New Hampshire

We have audited the accompanying general purpose financial statements of the Litchfield School District as of and for the year ended June 30, 2002 as listed in the table of contents. These general purpose financial statements are the responsibility of the School District's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The general purpose financial statements referred to above do not include the general fixed assets account group which should be included in order to conform with accounting principles generally accepted in the United States of America. As is the case with most municipal entities in the State of New Hampshire, the Litchfield School District has not maintained historical cost records of its fixed assets. The amount that should be recorded in the general fixed assets account group is not known.

In our opinion, except for the effect on the financial statements of the omission described in the preceding paragraph, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Litchfield School District as of June 30, 2002, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements of the Litchfield School District taken as a whole. The combining and individual fund financial statements listed as schedules in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Litchfield School District. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

August 2, 2002

*Plodzik & Sanderson
Professional Association*

EXHIBIT A
LITCHFIELD SCHOOL DISTRICT
Combined Balance Sheet - All Fund Types and Account Group
June 30, 2002

	Governmental Fund Types			Fiduciary Fund Type	Account Group General Long-Term Debt	Total (Memorandum Only)
<u>ASSETS AND OTHER DEBITS</u>	<u>General</u>	<u>Special Revenue</u>	<u>Capital Project</u>	<u>Agency</u>		
<u>Assets</u>						
Cash and Equivalents	\$ 243,336	\$ 73,465	\$ 6,573	\$ 69,205	\$	\$ 392,579
<u>Receivables</u>						
Accounts	2,557					2,557
Intergovernmental	383	31,795	889			33,067
Interfund Receivable	26,520					26,520
<u>Other Debits</u>						
Amount to be Provided for Retirement of General Long-Term Debt					10,475.167	10,475.167
TOTAL ASSETS AND OTHER DEBITS	<u>\$ 272,796</u>	<u>\$ 105,260</u>	<u>\$ 7,462</u>	<u>\$ 69,205</u>	<u>\$ 10,475.167</u>	<u>\$ 10,929,890</u>
<u>LIABILITIES AND EQUITY</u>						
<u>Liabilities</u>						
Accounts Payable	\$ 26,924	\$ 3,237	\$	\$	\$	\$ 30,161
Accrued Payroll and Benefits	170,412					170,412
Interfund Payable		26,520				26,520
Due to Student Groups				69,205		69,205
General Obligation Bonds Payable					10,437,000	10,437,000
Compensated Absences Payable					38.167	38.167
Total Liabilities	<u>197,336</u>	<u>29,757</u>		<u>69,205</u>	<u>10,475.167</u>	<u>10,771,465</u>
<u>Equity</u>						
<u>Fund Balances</u>						
Reserved for Encumbrances	27,494					27,494
Reserved for Special Purposes			7,462			7,462
<u>Unreserved</u>						
Designated for Special Purposes		75,503				75,503
Undesignated	47,966					47,966
Total Equity	<u>75,460</u>	<u>75,503</u>	<u>7,462</u>			<u>158,425</u>
TOTAL LIABILITIES AND EQUITY	<u>\$ 272,796</u>	<u>\$ 105,260</u>	<u>\$ 7,462</u>	<u>\$ 69,205</u>	<u>\$ 10,475.167</u>	<u>\$ 10,929,890</u>

The notes to financial statements are an integral part of this statement.

EXHIBIT B
LITCHFIELD SCHOOL DISTRICT
Combined Statement of Revenues, Expenditures and Changes in Fund Balances
All Governmental Fund Types
For the Fiscal Year Ended June 30, 2002

	<u>General</u>	<u>Special Revenue</u>	<u>Capital Project</u>	<u>Total (Memorandum Only)</u>
<u>Revenues</u>				
School District Assessment	\$ 5,754,690	\$	\$	\$ 5,754,690
Other Local	62,865	337,086	70,287	470,238
State	6,408,702	29,812		6,438,514
Federal	<u>58,624</u>	<u>260,515</u>	<u></u>	<u>319,139</u>
<u>Total Revenues</u>	<u>12,284,881</u>	<u>627,413</u>	<u>70,287</u>	<u>12,982,581</u>
<u>Expenditures</u>				
<u>Current</u>				
Instruction	6,714,242	236,199		6,950,441
<u>Support Services</u>				
Student	599,295			599,295
Instructional Staff	292,808			292,808
General Administration	62,571			62,571
Executive Administration	398,734			398,734
School Administration	721,029			721,029
Business	8,854			8,854
Operation and Maintenance of Plant	1,065,584			1,065,584
Student Transportation	603,520			603,520
Other	454			454
Non-Instructional Services		355,799		355,799
Facilities Acquisition and Construction	74,450		109,547	183,997
Debt Service	<u>1,828,328</u>	<u></u>	<u></u>	<u>1,828,328</u>
<u>Total Expenditures</u>	<u>12,369,869</u>	<u>591,998</u>	<u>109,547</u>	<u>13,071,414</u>
<u>Excess (Deficiency) of Revenues</u>				
<u>Over (Under) Expenditures</u>	(84,988)	35,415	(39,260)	(88,833)
<u>Fund Balances - July 1</u>	<u>160,448</u>	<u>40,088</u>	<u>46,722</u>	<u>247,258</u>
<u>Fund Balances - June 30</u>	<u>\$ 75,460</u>	<u>\$ 75,503</u>	<u>\$ 7,462</u>	<u>\$ 158,425</u>

The notes to financial statements are an integral part of this statement.

EXHIBIT C
LITCHFIELD SCHOOL DISTRICT
Combined Statement of Revenues, Expenditures and Changes in Fund Balances
Budget and Actual (Budgetary Basis)
General and Special Revenue Funds
For the Fiscal Year Ended June 30, 2002

	General Fund		Variance
	Budget	Actual	Favorable (Unfavorable)
<u>Revenues</u>			
School District Assessment	\$ 5,754,690	\$ 5,754,690	\$
Other Local	63,000	62,865	(135)
State	6,311,726	6,343,561	31,835
Federal	<u>45,000</u>	<u>58,624</u>	<u>13,624</u>
<u>Total Revenues</u>	<u>12,174,416</u>	<u>12,219,740</u>	<u>45,324</u>
<u>Expenditures</u>			
<u>Current</u>			
Instruction	6,542,845	6,635,130	(92,285)
<u>Support Services</u>			
Student	598,458	601,993	(3,535)
Instructional Staff	319,654	294,726	24,928
General Administration	39,755	62,571	(22,816)
Executive Administration	389,899	398,734	(8,835)
School Administration	761,577	720,905	40,672
Business	52,000	8,854	43,146
Operation and Maintenance of Plant	1,094,492	1,076,747	17,745
Student Transportation	568,318	608,054	(39,736)
Other	6,463	454	6,009
Non-Instructional Services	646		646
Facilities Acquisition and Construction	49,600	74,450	(24,850)
Debt Service	<u>1,889,881</u>	<u>1,828,328</u>	<u>61,553</u>
<u>Total Expenditures</u>	<u>12,313,588</u>	<u>12,310,946</u>	<u>2,642</u>
<u>Excess (Deficiency) of Revenues</u>			
<u>Over (Under) Expenditures</u>	<u>\$ (139,172)</u>	(91,206)	<u>\$ 47,966</u>
<u>Unreserved Fund Balances - July 1</u>		<u>139,172</u>	
<u>Unreserved Fund Balances - June 30</u>		<u>\$ 47,966</u>	

Special Revenue Funds			Total (Memorandum Only)		
<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
\$	\$	\$	\$ 5,754,690	\$ 5,754,690	\$
220,000	337,086	117,086	283,000	399,951	116,951
	29,812	29,812	6,311,726	6,373,373	61,647
<u>239,000</u>	<u>260,515</u>	<u>21,515</u>	<u>284,000</u>	<u>319,139</u>	<u>35,139</u>
<u>459,000</u>	<u>627,413</u>	<u>168,413</u>	<u>12,633,416</u>	<u>12,847,153</u>	<u>213,737</u>
189,000	236,199	(47,199)	6,731,845	6,871,329	(139,484)
			598,458	601,993	(3,535)
			319,654	294,726	24,928
			39,755	62,571	(22,816)
			389,899	398,734	(8,835)
			761,577	720,905	40,672
			52,000	8,854	43,146
			1,094,492	1,076,747	17,745
			568,318	608,054	(39,736)
			6,463	454	6,009
270,000	355,799	(85,799)	270,646	355,799	(85,153)
			49,600	74,450	(24,850)
			<u>1,889,881</u>	<u>1,828,328</u>	<u>61,553</u>
<u>459,000</u>	<u>591,998</u>	<u>(132,998)</u>	<u>12,772,588</u>	<u>12,902,944</u>	<u>(130,356)</u>
<u>\$ -0-</u>	35,415	<u>\$ 35,415</u>	<u>\$ (139,172)</u>	(55,791)	<u>\$ 83,381</u>
	40,088			<u>179,260</u>	
	<u>\$ 75,503</u>			<u>\$ 123,469</u>	

The notes to financial statements are an integral part of this statement.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2002

The financial statements of the Litchfield School District have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to the governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the government's accounting policies are described below.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

In New Hampshire, each town constitutes a school district except districts organized under special acts of Legislature. The Litchfield School District serves the community of Litchfield, New Hampshire and provides public education services for students in kindergarten through grade twelve.

A. Reporting Entity

The School District is a municipal corporation governed by an elected 5-member board. As required by accounting principles generally accepted in the United States of America, these financial statements present the Litchfield School District (primary government). Component units are organizations for which the primary government is financially accountable or for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Based on the foregoing criteria, no other organizations are included in the School District's financial reporting entity.

B. Basis of Presentation - Fund Accounting

The accounts of the School District are organized on the basis of funds or account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures, as appropriate. The various funds are grouped by type in the financial statements. The following fund types and account groups are used by the School District:

Governmental Fund Types

General Fund - The General Fund is the general operating fund of the School District. All general tax revenues and other receipts that are not allocated by law or contractual agreement to another fund are accounted for in this fund. From the fund are paid the general operating expenditures, the fixed charges, and the capital improvement costs that are not paid through other funds.

Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trust or major capital projects) requiring separate accounting because of legal or regulatory provisions or administrative action.

Capital Project Fund - Transactions related to resources obtained and used for the acquisition, construction, or improvement of capital facilities are accounted for in Capital Projects Funds.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2002

Fiduciary Fund Types

Agency Funds - These funds account for assets held by the School District as an agent for student groups.

Account Groups

Account groups are not "funds." They are concerned only with the measurement of financial position. They are not involved with the measurement of results of operations. The School District uses the following account groups:

General Fixed Assets Account Group - General fixed assets have been acquired for general governmental purposes and have been recorded as expenditures in the applicable fund. These acquisitions are required to be capitalized at historical cost in the General Fixed Assets Account Group. In accordance with the practices followed by most other municipal entities in the state, the School District does not maintain such a record of its general fixed assets and, accordingly, a statement of general fixed assets, required by accounting principles generally accepted in the United States of America, is not included in this financial report.

General Long-Term Debt Account Group - This account group is established to account for all long-term debt of the School District.

C. Measurement Focus/Basis of Accounting

Governmental and Agency Funds use the modified accrual basis of accounting. Under this method, revenues are recognized in the accounting period in which they become both available and measurable (flow of current financial resources measurement focus). Most miscellaneous revenues are recorded when received in cash. General taxes, intergovernmental revenues, charges for services, and investment earnings are recorded when earned (when they are measurable and available). Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except expenditures for prepayments, debt service and other long-term obligations, which are recognized when due.

D. Budgetary Accounting

General Budget Policies

General governmental revenues and expenditures accounted for in budgetary funds are controlled by a formal integrated budgetary accounting system in accordance with various legal requirements which govern the School District's operations. At its annual meeting, the School District adopts a budget for the next fiscal year for the General and Special Revenue Funds. A project-length financial plan was adopted for the Capital Project Fund. Except as reconciled on the following page, budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America.

Management may transfer appropriations between operating categories as deemed necessary, but expenditures may not legally exceed budgeted appropriations in total except as described in the following paragraph. Unexpended balances of special articles for specific purposes may not be transferred and all annual appropriations lapse at year-end unless encumbered.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2002

In the case of emergency expenditures, overexpenditures are allowed under the provisions of the Municipal Budget Law (RSA Chapter 32) if prior approval is obtained from the New Hampshire Department of Education.

State statutes require balanced budgets, but provide for the use of beginning unreserved fund balance to achieve that end. In the fiscal year 2001-2002, \$139,172 of the beginning General Fund fund balance was applied for this purpose.

Encumbrance accounting, under which purchase orders, contracts, and continuing appropriations (certain projects and specific items not fully expended at year-end) are recognized, is employed in the governmental funds. Encumbrances are not the equivalent of expenditures and are therefore reported as part of the fund balance at June 30 and are carried forward to supplement appropriations of the subsequent year.

Amounts recorded as expenditures in the Combined Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual - General and Special Revenue Funds (Exhibit C) are presented on the basis budgeted by the District. The amounts differ from those reported in conformity with accounting principles generally accepted in the United States of America in the Combined Statement of Revenues, Expenditures and Changes in Fund Balances - All Governmental Fund Types (Exhibit B) as follows:

	<u>General Fund</u>
<u>Expenditures and Other Financing Uses</u>	
Per Exhibit C (Budgetary Basis)	\$ 12,310,946
<u>Adjustments</u>	
<u>Basis Difference</u>	
Encumbrances - June 30, 2001	21,276
Encumbrances - June 30, 2002	(27,494)
Retirement contributions paid by State of New Hampshire	<u>65,141</u>
Per Exhibit B (GAAP Basis)	<u>\$ 12,369,869</u>

E. Assets, Liabilities and Fund Equity

Cash and Equivalents

For financial reporting purposes, cash and equivalents include amounts in demand deposits and money market funds, as well as certificates of deposit and short-term investments with original maturities of 90 days or less.

The School District treasurer is required by New Hampshire statute to have custody of all moneys belonging to the School District and shall pay out the same only upon orders of the school board. The treasurer shall deposit all such moneys in participation units in the public deposit investment pool established pursuant to N.H. RSA 383:22 or in solvent banks in the state. Funds may be deposited in banks outside the state if such banks pledge and deliver to a third party custodial bank or the federal reserve bank collateral security for such deposits, United States government or government agency obligations or obligations of the State of New Hampshire in value at least equal to the amount of the deposit in each case.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2002

Whenever the treasurer has in custody an excess of funds which are not immediately needed for the purpose of expenditure, the treasurer shall, with the approval of the school board, invest the excess funds in obligations of the United States government, in the public deposit investment pool established pursuant to RSA 383:22, in savings bank deposits, certificates of deposit and repurchase agreements of banks incorporated under the laws of the State of New Hampshire or in banks recognized by the state treasurer. Any person who directly or indirectly receives any such funds or moneys for deposit or for investment in securities of any kind shall, prior to acceptance of such funds, make available at the time of such deposit or investment an option to have such funds secured by collateral having a value at least equal to the amount of such funds. Such collateral shall be segregated for the exclusive benefit of the School District. Only securities defined by the bank commissioner as provided by rules adopted pursuant to RSA 386:57 shall be eligible to be pledged as collateral.

Receivables

Receivables have been recorded for certain grants received from other governments that require that eligible expenditures be made in order to earn the grant. Revenue for these grants is recorded for the period in which eligible expenditures are made.

Interfund Receivables and Payables

The School District maintains all governmental fund cash in a pooled cash account to maximize efficiency. The asset for the pooled account is reported in the General Fund with resulting interfund receivables and payable representing the other funds' share of cash.

Long-Term Liabilities

General Obligation Debt - General obligation bonds and other forms of long-term debt supported by general revenues are obligations of the School District as a whole. Accordingly, such unmatured obligations of the School District are accounted for in the General Long-Term Debt Account Group.

Compensated Absences - Employees may accumulate a limited amount of earned, but unused, vested benefits, which will be paid upon separation from the School District's service. In Governmental Fund Types, the cost of vested benefits paid or expected to be liquidated with expendable available financial resources is reported as an expenditure and fund liability of the fund. Amounts of vested or accumulated leave benefits that are not expected to be liquidated with expendable available financial resources are reported in the General Long-Term Debt Account Group. No expenditure is reported for these amounts.

Fund Equity

The portion of fund balance which has been legally segregated for a specific future use, or which is not appropriate for expenditures, is shown as reserved. The following reserves are used by the School District:

Reserved for Encumbrances - is used to account for open purchase orders, contracts and other commitments at year-end for which goods and services have not been received.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2002

Reserved for Special Purposes - is used to account for the unencumbered balance of restricted funds. This consists of the uncommitted balance of the Capital Project Fund.

The portion of unreserved fund balance for which management has specific plans is shown as designated. The following designation is used by the School District:

Designated for Special Purposes - is used to account for the unencumbered balances of Special Revenue Funds.

F. Total Columns (Memorandum Only) on Combined Statements

Amounts in the "Total (Memorandum Only)" columns in the combined financial statement line items of the fund types and account group are presented for analytical purposes only. The summation includes interfund balances that have not been eliminated and the caption "amount to be provided," which is not an asset in the usual sense. Consequently, amounts shown in the "Total (Memorandum Only)" columns are not comparable to a consolidation and do not represent the total resources available or total revenues and expenditures of the School District.

NOTE 2 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

Excess of Expenditures Over Appropriations

The following governmental funds had an excess of expenditures over appropriations for the year ended June 30, 2002:

<u>Special Revenue Funds</u>	
Food Service	\$ 85,799
Grants	<u>47,199</u>
Total	<u>\$ 132,998</u>

Overexpenditures occurred primarily due to the receipt and expenditure of unanticipated funds and underbudgeting.

NOTE 3 - ASSETS

A. Cash and Equivalents

The School District maintains a common bank account in which the cash balances of most funds are maintained. The common bank account is used for receipts and disbursements relating to all these funds. All time deposits are the property of the General Fund.

All bank balances as of June 30, 2002, were insured or collateralized with securities held by the School District or its agent in the School District's name.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2002

B. Receivables

Receivables as of June 30, 2002, are as follows:

	<u>General Fund</u>	<u>Special Revenue Funds</u>	<u>Capital Project Fund</u>	<u>Total</u>
Accounts	\$ 2,557	\$	\$	\$ 2,557
Intergovernmental	<u>383</u>	<u>31,795</u>	<u>889</u>	<u>33,067</u>
Total	<u>\$ 2,940</u>	<u>\$ 31,795</u>	<u>\$ 889</u>	<u>\$ 35,624</u>

C. Interfund Receivables/Payables

Individual fund interfund receivable and payable balances at June 30, 2002 are as follows:

	<u>Interfund Receivable</u>	<u>Interfund Payable</u>
General Fund	\$ 26,520	\$
<u>Special Revenue Fund</u>		
Grants	<u> </u>	<u>26,520</u>
Totals	<u>\$ 26,520</u>	<u>\$ 26,520</u>

NOTE 4 - LIABILITIES

Long-Term Debt

The following is a summary of the School District's general long-term debt transactions for the fiscal year ended June 30, 2002:

	<u>General Obligation Bonds Payable</u>	<u>Compensated Absences Payable</u>	<u>Total</u>
Balance, Beginning of Year	\$ 11,739,000	\$ 30,054	\$ 11,769,054
Retired	(1,302,000)		(1,302,000)
Net increase in			
Compensated Absences Payable	<u> </u>	<u>8,113</u>	<u>8,113</u>
Balance, End of Year	<u>\$ 10,437,000</u>	<u>\$ 38,167</u>	<u>\$ 10,475,167</u>

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2002

Long-term debt payable at June 30, 2002, is comprised of the following:

	<u>Original Amount</u>	<u>Issue Date</u>	<u>Maturity Date</u>	<u>Interest Rate %</u>	<u>Outstanding at June 30, 2002</u>
<u>General Obligation</u>					
<u>Bonds Payable</u>					
School Building	\$ 3,850,000	1986	2003	7.20-7.30	\$ 100,000
Middle School Addition	\$ 1,260,000	1997	2003	5.21	252,000
High School Construction	\$ 11,685,000	2000	2015	4.50-5.25	<u>10,085,000</u>
					<u>10,437,000</u>
<u>Compensated Absences Payable</u>					
Vested Sick Leave					8,353
Accrued Vacation Leave					<u>29,814</u>
					<u>38,167</u>
<u>Total</u>					<u>\$ 10,475,167</u>

The annual requirements to amortize all general obligation debt outstanding as of June 30, 2002, including interest payments, are as follows:

<u>Fiscal Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2003	\$ 1,152,000	\$ 525,677	\$ 1,677,677
2004	800,000	475,463	1,275,463
2005	800,000	435,462	1,235,462
2006	800,000	395,463	1,195,463
2007	800,000	355,462	1,155,462
2008-2015	<u>6,085,000</u>	<u>1,373,700</u>	<u>7,458,700</u>
<u>Totals</u>	<u>\$10,437,000</u>	<u>\$3,561,227</u>	<u>\$ 13,998,227</u>

All debt is general obligation debt of the School District, which is backed by its full faith and credit.

NOTE 5 - OTHER INFORMATION

A. Risk Management

The School District is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors or omissions; injuries to employees; or natural disasters. During the fiscal year, the School District was a member of The New Hampshire Public Risk Management Exchange (Primex) Workers' Compensation and P/C Group Programs which are pooled risk management programs under RSAs 5-B and 281-A. The workers' compensation and employer's liability policy provides statutory coverage for workers' compensation and up to \$2,000,000 of employer's liability coverage. Primex retained \$500,000 of each loss. The combined liability package includes coverage for property, auto, liability, errors and

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2002

omissions, crime, and boiler and machinery. The membership and coverage run from July 1 through June 30. The estimated net contribution from the Litchfield School District billed and paid for the year ended June 30, 2002 was \$10,332 for workers' compensation and \$36,161 for the P/C Group. The member participation agreements permit Primex to make additional assessments to members, should there be a deficiency in contributions for any member year, not to exceed the member's annual contribution. At this time, Primex foresees no likelihood of an assessment for this or any prior year.

B. Defined Benefit Pension Plan

Plan Description and Provisions

The Litchfield School District participates in the New Hampshire Retirement System (the System) which is the administrator of a cost-sharing multiple-employer contributory pension plan and trust established in 1967 by RSA 100-A:2 and is qualified as a tax-exempt organization under Sections 401(a) and 501(a) of the Internal Revenue Code. The plan is a contributory, defined benefit plan providing service, disability, death and vested retirement benefits to members and their beneficiaries. Provisions for benefits and contributions are established and can be amended by the New Hampshire State Legislature. The System issues a publicly available financial report that may be obtained by writing the New Hampshire Retirement System, 4 Chenell Drive, Concord, NH 03301.

Description of Funding Policy

The System is financed by contributions from both the employees and the School District. Member contribution rates are established and may be amended by the State legislature while employer contribution rates are set by the System trustees based on an actuarial valuation. All employees are required to contribute 5% of earnable compensation. For the year ended June 30, 2002, the School District contributed 2.58% for teachers and 4.14% for other employees. The contribution requirements for the Litchfield School District for the fiscal years 2000, 2001, and 2002 were \$107,699, \$148,297, and \$153,521, respectively, which were paid in full in each year.

The State of New Hampshire funds 35% of employer costs for teachers employed by the School District. The State does not participate in funding the employer costs of other School District employees. GASB Statement No. 24, *Accounting and Financial Reporting for Certain Grants and Other Financial Assistance* requires this amount to be reported as a revenue and expenditure in the School District's financial statements. This amount \$65,141 has been included on Exhibit B - Combined Statement of Revenues, Expenditures and Changes in Fund Balances - All Governmental Fund Types and is reconciled to the budgetary expenditures in Note 1D.

C. Summary Disclosure of Significant Contingencies

Litigation

There are various claims and suits pending against the School District which arise in the normal course of the School District's activities. In the opinion of management, the ultimate disposition of these various claims and suits will not have a material effect on the financial position of the School District.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2002

Grants

Amounts received or receivable from grantor agencies are subject to audit and adjustment by such grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount of expenditures which may be disallowed by the grantor cannot be determined at this time although the School District expects such amounts, if any, to be immaterial.

Distribution of Central Office Salaries

2002-2003

Superintendent of Schools

<u>District</u>	<u>District Percentage</u>	<u>District Share</u>
Hudson	77.46	69,714.00
Litchfield	22.54	<u>20,286.00</u>
		90,000.00

Superintendent-Elect

<u>District</u>	<u>District Percentage</u>	<u>District Share</u>
Litchfield	100.0	85,000.00

Assistant Superintendent for School Resources

<u>District</u>	<u>District Percentage</u>	<u>District Share</u>
Hudson	77.46	66,615.60
Litchfield	22.54	<u>19,384.40</u>
		86,000.00

Director of Curriculum and Instruction

<u>District</u>	<u>District Percentage</u>	<u>District Share</u>
Hudson	77.46	48,590.65
Litchfield	22.54	<u>14,139.35</u>
		62,730.00

SCHOOL BUDGET FORM

BUDGET FORM FOR SCHOOL DISTRICTS WHICH HAVE ADOPTED
THE PROVISIONS OF RSA 32:14 THROUGH 32:24

OF: LITCHFIELD, NH

Appropriations and Estimates of Revenue for the Fiscal Year From July 1, 2003 to June 30, 2004

IMPORTANT:

Please read RSA 32:5 applicable to all municipalities.

1. Use this form to list ALL APPROPRIATIONS in the appropriate recommended and not recommended area. This means the operating budget and all special and individual warrant articles must be posted.
2. Hold at least one public hearing on this budget.
3. When completed, a copy of the budget must be posted with the warrant. Another copy must be placed on file with the school clerk, and a copy sent to the Department of Revenue Administration at the address below.

We Certify This Form Was Posted on (Date): January 27, 2003

BUDGET COMMITTEE

Please sign in Ink.

[Signature]
Cecil Williams
[Signature]
[Signature]
[Signature]

[Signature]
[Signature]
[Signature]
[Signature]

THIS BUDGET SHALL BE POSTED WITH THE SCHOOL WARRANT

FOR DRA USE ONLY

NH DEPARTMENT OF REVENUE ADMINISTRATION
COMMUNITY SERVICES DIVISION
MUNICIPAL FINANCE BUREAU
P.O. BOX 487, CONCORD, NH 03302-0487
(603)271-3397

1	2	3	4	5	6	7	8	9
Acct.#	PURPOSE OF APPROPRIATIONS (RSA 31:3-V)	WARR. ART.#	Expenditures for Year 7/1/_ to 6/30/_	Appropriations Prior Year As Approved by DRA	SCHOOL BOARD'S APPROPRIATIONS ENSURING FISCAL YEAR RECOMMENDED	NOTRECOMMENDED	BUDGET COMMITTEE'S APPROP. ENSURING FISCAL YEAR RECOMMENDED	NOTRECOMMENDED
INSTRUCTION (1000-1999)								
1100-1199	Regular Programs		4,949,087.51	5,154,402.19	5,714,327.06		5,426,504.63	287,822.43
1200-1299	Special Programs		1,488,953.08	1,788,883.37	1,906,560.19		1,783,836.49	122,723.70
1300-1399	Vocational Programs		6,900.00	23,275.00	24,605.00		24,605.00	
1400-1499	Other Programs		197,632.00	202,091.75	228,669.15		212,801.50	15,867.65
1500-1599	Non-Public Programs							
1600-1699	Adult & Community Programs							
SUPPORT SERVICES (2000-2999)								
2000-2199	Student Support Services		602,088.11	772,939.93	811,923.71		885,443.42	26,480.29
2200-2299	Instructional Staff Services		295,737.23	393,907.48	417,890.66		401,871.87	16,018.79
General Administration								
2310-2319	School Board Contingency							
2310-2319	Other School Board		62,665.86	40,600.00	54,700.00		53,900.00	800.00
Executive Administration								
2320-2329	School Management Services		285,352.64	299,239.48	228,723.72		216,221.27	12,502.45
2330-2339	All Other Administration		113,381.49	118,857.58	139,206.71		134,075.76	5,130.95
2400-2499	School Administration Services		721,088.96	802,061.47	855,549.70		842,199.01	13,350.69
2500-2599	Business		8,853.50	49,566.00	285,198.84		226,945.32	58,253.52
2600-2699	Operation & Maintenance of Plant		1,080,746.34	1,112,415.23	1,228,189.47		1,207,533.69	20,655.78
2700-2799	Student Transportation		610,134.99	678,184.00	799,710.00		724,328.00	75,382.00
2800-2899	Support Service Central & other		307.32					
3000-3099	NON-INSTRUCTIONAL SERVICES		146.79	848.00	648.00		648.00	
4000-4099	FACILITIES ACQUISITIONS & CONSTRUCTION		14,450.00		30,000.00		0.00	20,000.00
OTHER OUTLAYS (5000-5999)								
5110	Debt Service - Principal		1,302,000.00	1,152,000.00	800,000.00		800,000.00	
5120	Debt Service - Interest		525,943.80	525,677.10	475,912.50		475,912.50	

Budget - School District of LITCHFIELD FY 04

1	2	3	4	5	6	7	8	9
Acct.#	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	WARR. ART.#	Expenditures for Year 7/1/_ to 6/30/_	Appropriations Prior Year As Approved by DRA	SCHOOL BOARD'S APPROPRIATIONS ENSUING FISCAL YEAR RECOMMENDED	NOT RECOMMENDED	BUDGET COMMITTEE'S APPROP. ENSUING FISCAL YEAR RECOMMENDED	NOT RECOMMENDED
FUND TRANSFERS								
5220-5221	To Food Services		336,264.81	400,600.00	421,000.00		421,000.00	
5222-5229	To Other Special Revenue		216,079.96	201,954.00	303,654.00		303,654.00	
5230-5239	To Capital Projects		100,000.00					
5251	To Capital Reserves							
5252	To Expendable Trust (see below)							
5253	To Non-Expendable Trusts							
5254	To Agency Funds							
5300-5399	Intergovernmental Agency Alloc.							
	SUPPLEMENTAL							
	DEFICIT							
	SUBTOTAL 1		12,978,178.24	13,715,750.58	14,826,472.71		14,141,486.46	684,986.25

PLEASE PROVIDE FURTHER DETAIL:

* Amount of line 5262 which is for Health Maintenance Trust \$ _____ (see RSA 198:20-c, V)

Help! We ask your assistance in the following: If you have a line item of appropriations from more than one warrant article, please use the space below to identify the make-up of the line total for the ensuing year.

1	2	3	4	5	6
Acct.#	SOURCE OF REVENUE	WARR. ART.#	Actual Revenues Prior Year	Revised Revenues Current Year	ESTIMATED REVENUES ENSUING FISCAL YEAR
REVENUE FROM LOCAL SOURCES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1300-1349	Tuition		27,191.98	25,000.00	25,000.00
1400-1449	Transportation Fees		9,916.80	13,000.00	9,000.00
1500-1599	Earnings on Investments		22,163.87	50,000.00	20,000.00
1600-1699	Food Service Sales		337,086.08	367,000.00	384,000.00
1700-1799	Student Activities				
1800-1899	Community Services Activities				
1900-1999	Other Local Sources		3,592.00		
REVENUE FROM STATE SOURCES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3210	School Building Aid		387,684.99	345,600.00	342,685.00
3220	Kindergarten Aid				
3230	Catastrophic Aid		153,946.09	141,573.00	236,275.00
3240-3249	Vocational Aid				
3250	Adult Education				
3260	Child Nutrition				
3270	Driver Education				
3290-3299	Other State Sources				
REVENUE FROM FEDERAL SOURCES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4100-4539	Federal Program Grants		64,125.03	65,584.00	86,316.13
4540	Vocational Education				
4550	Adult Education				
4560	Child Nutrition		34,594.00	33,600.00	37,000.00
4570	Disabilities Programs		151,954.33	136,370.00	217,337.67
4580	Medicaid Distribution		58,624.37	45,000.00	45,000.00
4590-4999	Other Federal Sources (except 4810)				
4810	Federal Forest Reserve				
OTHER FINANCING SOURCES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
5110-5139	Sale of Bonds or Notes				
5221	Transfer from Food Service-Spec.Rev.Fund				
5222	Transfer from Other Special Revenue Funds				
5230	Transfer from Capital Project Funds		100,000.00		
5251	Transfer from Capital Reserve Funds				

1	2	3	4	5	6
Acct.#	SOURCE OF REVENUE	WARR. ART.#	Actual Revenues Prior Year	Revised Revenues Current Year	ESTIMATED REVENUES ENSUING FISCAL YEAR
OTHER FINANCING SOURCES CONT.			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
5252	Transfer from Expendable Trust Funds				
5253	Transfer from Non-Expendable Trust Funds				
-399	Other Financing Sources				
5140	This Section for Calculation of RAN's (Reimbursement Anticipation Notes) Per RSA 196:20-D for Catastrophic Aid Borrowing RAN, Revenue This FY _____ less RAN, Revenue Last FY _____ =NET RAN				
Supplemental Appropriation (Contra)					
Voted From Fund Balance					
Fund Balance to Reduce Taxes			139,172.00	47,966.39	
Estimated Revenue & Credits			1,490,051.54	1,270,693.39	1,402,613.80

****BUDGET SUMMARY****

	Current Year Adopted Budget	School Board's Recommended Budget	Budget Committee's Recommended Budget
ions Recommended (from page 3)	13,715,750.58	14,826,472.71	14,141,486.46
Articles Recommended (from page 4)		91,350.00	-
ant Articles Recommended (from page 4)		130,554.00	-
TOTAL Appropriations Recommended	13,715,750.58	15,048,376.71	14,141,486.46
ed Revenues & Credits (from above)	1,270,693.39	1,402,613.80	1,402,613.80
dequate Education (State Tax/Grant)*	2,331,567.00	2,787,466.00	2,787,466.00
Taxes to be Raised For Education	10,113,490.19	10,858,296.91	9,951,406.66

Maximum Allowable Increase to Budget Committee's Recommended Budget per RSA 32:18: 1,414,148.64

(See Supplemental Schedule With 10% Calculation)

*Note: You will also be required to pay a State Education Tax RSA 76:3 and you may be required to pay an additional excess education tax in the amount of \$_____.

SCHOOL BUDGET FORM

BUDGET FORM FOR SCHOOL DISTRICTS WHICH HAVE ADOPTED
THE PROVISIONS OF RSA 32:14 THROUGH 32:24

OF: LITCHFIELD, NH

Appropriations and Estimates of Revenue for the Fiscal Year From July 1, 2003 to June 30, 2004

IMPORTANT:

Please read RSA 32:5 applicable to all municipalities.

1. Use this form to list ALL APPROPRIATIONS in the appropriate recommended and not recommended area. This means the operating budget and all special and individual warrant articles must be posted.
2. Hold at least one public hearing on this budget.
3. When completed, a copy of the budget must be posted with the warrant. Another copy must be placed on file with the school clerk, and a copy sent to the Department of Revenue Administration at the address below.

We Certify This Form Was Posted on (Date): January 27, 2003

BUDGET COMMITTEE

Please sign in ink.

This copy of the MS 27 reflects the
proposed operating budget voted
and recommended by the Litchfield
School Board. This amount is the
amount in Warrant Article 2.

THIS BUDGET SHALL BE POSTED WITH THE SCHOOL WARRANT

FOR DRA USE ONLY

NH DEPARTMENT OF REVENUE ADMINISTRATION
COMMUNITY SERVICES DIVISION
MUNICIPAL FINANCE BUREAU
P.O. BOX 487, CONCORD, NH 03302-0487
(603)271-3397

Budget - School District of LITCHFIELD FY 04									
1	2	3	4	5	6	7	8	9	
PURPOSE OF APPROPRIATIONS (RSA 32:3.V)		WARR. ART.#	Expenditures for Year 7/1/01 to 6/30/02	Appropriations Current Year as Approved by DRA	School Board's Appropriations		Budget Committee's Approp.		
Acct.#					RECOMMENDED	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED	
INSTRUCTION (1000-1999)				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
1100-1199	Regular Programs		\$ 4,949,087.51	\$ 5,154,402.19	\$ 5,529,034.63		\$ 5,426,512.63	\$ 102,522.00	
1200-1299	Special Programs		\$ 1,488,953.06	\$ 1,788,883.37	\$ 1,783,836.49		\$ 1,783,836.49	\$ -	
1300-1399	Vocational Programs		\$ 6,900.00	\$ 23,275.00	\$ 24,605.00		\$ 24,605.00	\$ -	
1400-1499	Other Programs		\$ 197,632.17	\$ 202,091.75	\$ 212,801.50		\$ 212,801.50	\$ -	
1500-1599	Non-Public Programs								
1600-1899	Adult & Community Programs								
SUPPORT SERVICES (2000-2999)				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
2000-2199	Student Support Services		\$ 602,068.11	\$ 772,939.93	\$ 885,443.42		\$ 885,443.42	\$ -	
2200-2299	Instructional Staff Services		\$ 295,737.23	\$ 393,907.48	\$ 401,871.87		\$ 401,871.87	\$ -	
General Administration				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
2310-0840	School Board Contingency								
2310-2319	Other School Board		\$ 62,665.86	\$ 40,600.00	\$ 53,900.00		\$ 53,900.00	\$ -	
Executive Administration				299239.48	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
2320-0310	SAU Management Services		\$ 286,352.64	\$ 299,239.48	\$ 216,221.27		\$ 216,221.27	\$ -	
2320-2399	All Other Administration		\$ 113,381.49	\$ 116,857.58	\$ 134,075.76		\$ 134,075.76	\$ -	
2400-2499	School Administration Service		\$ 721,088.96	\$ 802,061.47	\$ 842,199.01		\$ 842,199.01	\$ -	
2500-2599	Business		\$ 8,853.50	\$ 49,566.00	\$ 219,275.32		\$ 226,945.32	\$ (7,670.00)	
2600-2699	Operation & Maintenance of Plant		\$ 1,080,746.34	\$ 1,112,415.23	\$ 1,207,533.69		\$ 1,207,533.69	\$ -	
2700-2799	Student Transportation		\$ 610,134.99	\$ 678,184.00	\$ 724,328.00		\$ 724,328.00	\$ -	
2800-2999	Support Service Central & Other		\$ 307.32						
3000-3999	NON-INSTRUCTIONAL SERVICES		\$ 146.79	\$ 646.00	\$ 646.00		\$ 646.00	\$ -	
4000-4999	FACILITIES ACQUISITIONS & CONSTRUCTION		\$ 74,450.00					\$ -	
OTHER OUTLAYS (5000-5999)				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
5110	Debt Service - Principal		\$ 1,302,000.00	\$ 1,152,000.00	\$ 800,000.00		\$ 800,000.00		
5120	Debt Service - Interest		\$ 526,327.50	\$ 526,127.10	\$ 475,912.50		\$ 475,912.50		

MS-27

SD-68

MS-27 Rev. 07/02

Budget - School District of LITCHFIELD FY 04

1 2 3 4 5 6 7 8 9

1	2	3	4	Appropriations		School Board's Appropriations		Budget Committee's Approp.		
Acct.#	PURPOSE OF APPROPRIATIONS (RSA 32:3.V)	WARR. ART.#	Expenditures for Year 7/1/01 to 6/30/02	Current Year As Approved by DRA	RECOMMENDED	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED
FUND TRANSFERS										
5220-5221	To Food Service		\$ 338,264.81	\$ 400,600.00	\$ 421,000.00		\$ 421,000.00		\$ 421,000.00	
5222-5229	To Other Special Revenue		\$ 216,079.96	\$ 201,954.00	\$ 303,654.00		\$ 303,654.00		\$ 303,654.00	
5230-5239	To Capital Projects		\$ 100,000.00							
5251	To Capital Reserves									
5252	To Expendable Trust (*see below)									
5253	To Non-Expendable Trusts									
5254	To Agency Funds									
5300-5399	Intergovernmental Agency Alloc.									
	SUPPLEMENTAL									
	DEFICIT		\$ 12,978,178.24	\$ 13,715,750.68	\$ 14,236,338.46		\$ 14,141,486.46		\$ 14,141,486.46	\$ 94,852.00
	SUBTOTAL 1									

PLEASE PROVIDE FURTHER DETAIL:

Amount of line 5252 which is for Health Maintenance Trust: \$ (see RSA 198:20-c, V)

If you have a line item of appropriations from more than one warrant article, please use the space below to identify the make-up of the line total for the ensuing year.

Acct. #	Warr. Art. #	Amount	Acct. #	Warr. Art. #	Amount

SPECIAL WARRANT ARTICLES

Special warrant articles are defined in RSA 32:3, VI, as appropriations: 1) In petitioned warrant articles; 2) appropriations raised by bonds or notes; 3) appropriations to a separate fund created pursuant to law, such as capital reserve funds or trust funds; 4) an appropriation designated on the warrant as a special article or as a nonlapsing or nontransferable article.

1		2		3		4		5		6		7		8		9	
				Expenditures		Appropriations		School Board's Appropriations		Budget Committee's Approp.							
				for Year 7/1/01 to 6/30/02		Current Year As Approved by DRA		Ensuing Fiscal Year		Ensuing Fiscal Year		RECOMMENDED		NOT RECOMMENDED		RECOMMENDED	
PURPOSE OF APPROPRIATIONS (RSA 32:3,V)								WARR. ART.#		RECOMMENDED		NOT RECOMMENDED		RECOMMENDED		NOT RECOMMENDED	
Acct.#																	
	LMS Additional Classrooms							1	\$	91,350.00					\$	91,350.00	

1 2 3 4 5 6

Acct.#	SOURCE OF REVENUE	WARR. ART.#	01/02 Actual Revenues Prior Year	02/03 Revised Revenues Current Year	Estimated Revenues ENSUING FISCAL YEAR
REVENUE FROM LOCAL SOURCES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1300-1349	Tuition		\$ 27,191.98	\$ 25,000.00	\$ 25,000.00
1400-1449	Transportation Fees		\$ 9,916.80	\$ 13,000.00	\$ 9,000.00
1500-1599	Earnings on Investments		\$ 22,163.87	\$ 50,000.00	\$ 20,000.00
1600-1699	Food Service Sales		\$ 337,086.08	\$ 367,000.00	\$ 384,000.00
1700-1799	Student Activities				
1800-1899	Community Services Activities				
1900-1999	Other Local Sources		\$ 3,592.00		
REVENUE FROM STATE SOURCES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3210	School Building Aid		\$ 387,684.99	\$ 345,600.00	\$ 342,685.00
3220	Kindergarten Aid				
3230	Catastrophic Aid		\$ 153,946.09	\$ 141,573.00	\$ 236,275.00
3240-3249	Vocational Aid				
3250	Adult Education				
3260	Child Nutrition				
3270	Driver Education				
3290-3299	Other State Sources				
REVENUE FROM FEDERAL SOURCES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4100-4539	Federal Program Grants		\$ 64,125.03	\$ 65,584.00	\$ 86,316.13
4540	Vocational Education				
4550	Adult Education				
4560	Child Nutrition		\$ 34,594.00	\$ 33,600.00	\$ 37,000.00
4570	Disabilities Programs		\$ 151,954.33	\$ 136,370.00	\$ 217,337.67
4580	Medical Distribution		\$ 58,624.37	\$ 45,000.00	\$ 45,000.00
4590-4999	Other Federal Sources (except 4810)				
4810	Federal Forest Reserve				
OTHER FINANCING SOURCES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
5110-5139	Sale of Bonds or Notes				
5221	Transfer from Food Service-Spec.Rev.Fund				
5222	Transfer from Other Special Revenue Funds				
5230	Transfer from Capital Project Funds		\$ 100,000.00		
5251	Transfer from Capital Reserve Funds				

1	2	3	4	5	6
Acct.#	SOURCE OF REVENUE	WARRL ART.#	01/02 Actual Revenues Prior Year	02/03 Revised Revenues Current Year	Estimated Revenues ENSUING FISCAL YEAR
OTHER FINANCING SOURCES CONT.			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
5252	Transfer from Expendable Trust Funds				
5253	Transfer from Non-Expendable Trust Funds				
5300-5599	Other Financing Sources				
5140	This Section for Calculation of RAN's (Reimbursement Anticipation Notes) Per RSA 198:20-D for Catastrophic Aid Borrowing RAN, Revenue This FY _____ less RAN, Revenue Last FY _____ =NET RAN				
	Supplemental Appropriation (Contra)				
	Voted From Fund Balance				
	Fund Balance to Reduce Taxes		\$ 139,172.00	\$ 47,966.39	
Total Estimated Revenue & Credits			\$ 1,490,051.54	\$ 1,270,693.39	\$ 1,402,613.80

****BUDGET SUMMARY****

	Current Year Adopted Budget	School Board's Recommended Budget	Budget Committee's Recommended Budget
SUBTOTAL 1 Appropriations Recommended (from page 3)	\$ 13,715,750.58	\$ 14,236,338.46	\$ 14,141,486.46
SUBTOTAL 2 Special Warrant Articles Recommended (from page 4)		\$ 91,350.00	\$
SUBTOTAL 3 "Individual" Warrant Articles Recommended (from page 4)		\$ 130,554.00	\$
TOTAL Appropriations Recommended	\$ 13,715,750.58	\$ 14,458,242.46	\$ 14,141,486.46
Less: Amount of Estimated Revenues & Credits (from above)	\$ 1,270,693.39	\$ 1,402,613.80	\$ 1,402,613.80
Less: Amount of Cost of Adequate Education (State Tax/Grant)*	\$ 2,331,587.00	\$ 2,787,466.00	\$ 2,787,466.00
Estimated Amount of Local Taxes to be Raised For Education	\$ 10,113,490.19	\$ 10,268,162.66	\$ 9,961,406.66

Maximum Allowable Increase to Budget Committee's Recommended Budget per RSA 32:18: _____
(See Supplemental Schedule With 10% Calculation)

*Note: You will also be required to pay a State Education Tax RSA 76:3 and you may be required to pay an additional
excess education tax in the amount of \$ _____.

LITCHFIELD SCHOOL DISTRICT

Report of Actual Special Education Expenditures for Programs and Services

Expenditures Related to Special Education:

Description	Function	2000-2001 Expenditures Net of Refunds	2001-2002 Expenditures Net of Refunds
Special Instruction	1200	\$ 1,198,626.00	\$ 1,487,273.00
Psychological Services	2140	\$ 66,613.00	\$ 71,312.00
Speech Services	2150	\$ 102,359.00	\$ 153,911.00
Occupational Therapy Services	2160	\$ 52,053.00	\$ 41,106.00
Other Pupil Services	2190	\$ 4,628.00	\$ 4,998.00
Special Services Administration	2330	\$ 96,008.00	\$ 113,381.00
Pupil Transportation (Special Education)	2722	\$ 153,324.00	\$ 234,777.00
Other Expenditures (Federal Projects)			
IDEA		\$ 113,180.00	\$ 141,576.00
Preschool		\$ 7,209.00	\$ 7,219.00
Total Expenditures, Special Education		\$ 1,794,000.00	\$ 2,255,553.00

Revenues Related to Special Education:

Preschool Tuition	\$ 3,725.00	\$ 9,075.00
Catastrophic Aid	\$ 160,368.00	\$ 153,946.00
Medicaid Reimbursement	\$ 40,145.00	\$ 58,624.00
Federal Grants	\$ 120,389.00	\$ 148,795.00
Total Revenue, Special Education	\$ 324,627.00	\$ 370,440.00

Net Cost of Special Education	\$ 1,469,373.00	\$ 1,885,113.00
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Office of the Superintendent of Schools

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Robert A. Berry, Assistant Superintendent

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Catherine M. Hamblett, Superintendent Elect

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Litchfield, NH 03052

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Stacy Maghakian, Asst. Principal

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Martin Schlichter, Principal

Tom Lecklider, Asst. Principal

Campbell High School

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